



May 10, 2013

Board of Trustees  
Garden City Community College  
801 Campus Drive  
Garden City, KS 67846

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, May 21, 2013**. The meeting will be held in **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the Broncbuster Room  
6:00 PM Regular board meeting called to order in the Endowment Room

**I. CALL TO ORDER:**

- A. Comments from the Chair
- B. Open comments from the public
- C. Introduction of new employees
- D. Student Government Report
- E. Report from Faculty Senate.....pg 3

**AGENDA**

**II. CONSENT AGENDA** ..... Action

- A. Approval of minutes of previous meetings (April 23, 2013).....pg 7
- B. Approval of personnel actions-Human Resources.....pg 14
  - B-1 Human Resources Report .....pg 15
  - B-2 Adjunct/Outreach Contracts.....pg 16
- C. Financial information .....pg 23
  - C-1 Checks processed in excess of \$20,000.....pg 24
  - C-2 Revenues.....pg 25
  - C-3 Expenses .....pg 27
  - C-4 Cash in bank.....pg 33
- D. Approval of purchases over \$20,000
  - D-1 Fire Alarm System Installation for Pauline Joyce Fine Arts Building..pg 34
  - D-2 Purchase of Datatel Servers.....pg 36

**III. OTHER**

- A. Holcomb Plaza Project - Incremental Tax Revenues Contract.....pg 38

**IV. CONFIRMATION OF MONITORING REPORTS:**

- A. Monitoring Reports and ENDS.....Action
  - A-1 Monitoring Report – Executive Limitation, Treatment of People, Annual #2, #3, #4, #5
- B. Review Monitoring Report.....pg 42
  - No reports scheduled for review
- C. Board Process and Policy Governance Review

**V. OWNERSHIP LINKAGE:**

**VI. REPORTS:**

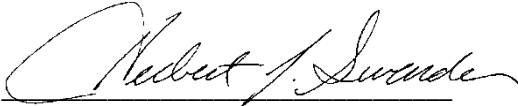
- A. President's Report
  - A-1 Incidental Information.....pg 44
- B. Report from Finney County Economic Development Corporation

**Upcoming Calendar Dates:**

|                       |   |
|-----------------------|---|
| <u>May 27</u>         | Memorial Day OFFICES CLOSED/NO CLASSES  |
| <u>May 31, June 1</u> | Cowboy Poetry, Auditorium Pauline Joyce Fine Arts Building 7:00 p.m.              |
| <u>June 18</u>        | Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center |

**VI. EXECUTIVE SESSION**

**VIII. ADJOURNMENT**



Dr. Herbert J. Swender, Sr.  
President



Dr. Marilyn Douglass  
Chairman

**Mission:** *Garden City Community College exists to produce positive contributors to the economic and social well-being of society.*

**Five Ends:** *Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development.*

**Purposes for Executive Sessions**

- a. *Personnel matters of non-elected personnel*
- b. *Consultation with the body's attorney*
- c. *Employer-employee negotiation*
- d. *Confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship*
- e. *Matters affecting a student, patient, or resident of public institutions*
- f. *Preliminary discussions relating to acquisition of real property*
- g. *Security, if open discussion would jeopardize security*



## Faculty Senate

801 Campus Drive  
Garden City, KS 67846

**2012-2013**

Linda Morgan, President  
Terry Lee, Vice-President  
Leonard Rodenbur, Secretary  
Larry Pander, Senator  
Pati Pfenninger, Senator  
Deb Robinson, Senator  
Stacey Carr, Alternate

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### Faculty Senate Summary 2012-2013 May 8, 2013

Faculty Webpage: <http://www.gcccks.edu/generalinfo/facultysenate/default.aspx>

- **Faculty Senate Budget 2012-2013:** Reviewed and submitted
- **Professional Development Funding Requests – Total funding approved was \$7,465.57:**
  - 1) Kay Davis, Blended Learning Course Design "In Blended Learning Course Design: A Boot Camp for Instructors", Boston, MA, Sep. 29-30, 2012.
  - 2) Michelle Branton, NADE Conference (National Association for Developmental Education), Denver, CO, Feb. 26 – Mar 2, 2013.
  - 3) Jean Ferguson, TESOL (Teachers of English to Speakers of Other Languages) Conference, Dallas TX, Mar 19-23, 2013.
  - 4) Kyle Chaput, Southern Graphics Conference, Printmaking Conference. Denver, CO, 3/20/2013 - 3/23/2013
- **Coordinated Faculty Program Highlights for Board of Trustee Meetings through December 2012.**
- **Provided Faculty Senate Reports for Board of Trustee Meeting.**
- **Faculty Senate President and Vice-President met weekly** (when schedules permit) with Dr. Exstrom and Dr. Swender
- **Faculty Senate President attends College Council - Weekly**
- **Bi-monthly Faculty Senate Meetings**
- **Peer Observations:** Faculty Senate coordinated the 3 year rotation, assignment and reporting for the 2012-2013 observations. 71% completion rate by the date of this report.
- **Faculty committee assignments were made.**
- **Faculty Senate Hosted 4 Faculty Lunches Spring 2013.** Average attendance was 30 per event.
- **Faculty Senate Hosted 3 Faculty Lunch/Breakfasts Fall 2013.** Discussion opportunities with Dr. Swender and Dr. Exstrom.
- **Vice-President of Instructional Services.** Faculty Senate was represented in the search and hiring of Dr. Exstrom
- **TLC.** Worked with TLC staff throughout the year and assisted with the transition to the organizational structure changes to the office of instructional services. Assisted with purchasing technology updates for the TLC for campus and instructor use.
- **Workshops qualifying for advancement.** Redesigned the process for advancement approval. Proposal submitted to Dr. Exstrom for presentation to Dr. Swender.
- **Coordinated two faculty accomplishment reports** for December 2012 and May 2013 for the Board of Trustees.
- **Faculty Concerns:** Discussed and acted on issues brought by faculty concerning a variety of issues (see individual minutes).
- **Faculty Web Page:** Located at <http://www.gcccks.edu/generalinfo/facultysenate/default.aspx>. Faculty Senate and PN Committee member contact information, Faculty Senate minutes, and various faculty forms are located on the site.
- **Faculty Senate Record Archive project:** Faculty Senate members are working to complete this project prior to the end of this year. Approximately ½ of the old files have been reviewed maintaining key elements like minutes and archive documents.
- **Instructor / Tech Guidelines and Recommendations.** Faculty members have been assigned from each building to serve on the Technology Committee to facilitate communication between the instructional units and IT.
- **Faculty Senate Elections:** Coordinated Faculty Senate Elections for 2012-2013. Terry Lee, President; Larry Pander, Vice-President; Deb Robinson, Secretary; Senators Leonard Rodenbur, Pati Pfenninger and Linda Morgan. Alternate Senator: Stacey Carr.
- **Faculty Recognition Luncheon:** Coordinated and sponsored the Faculty Recognition Luncheon on May 10, 2013.



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Garden City, KS 67846

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**Faculty Accomplishments Spring 2013**

**Nursing:**

- The final stand-alone Practical Nursing class (graduated in Dec) had a 100% pass rate on State Boards. Now we have a 1+1 program (Practical Nursing then LPN-RN). Elizabeth Wampler

**2013 Meat Judging Team:**

- Champions – National Western and NACTA (North American Colleges and Teachers of Agriculture) Contests
- Reserve Champions – Southwest Invitational and Houston Livestock Show Contests
- Alan Caro-1st high individual overall National Western
- Sammie Leeds 1st high Alternate individual
- Stanley Palma – 1st high alternate individual at Southwestern contest
- GCCC had high team in all categories at NACTA (beef, pork, lamb, total beef, retail ID, questions, placings and grading) and high individual in all categories except retail identification.
- Dr. Alexander successfully completed training as a ServSafe® certified instructor and proctor for exams.
- Department hosted about 50 students for the southwest district FFA meats contest on April 3rd.

**The College Players** enjoyed a successful and busy season:

- In January we began by attending Region V Kennedy Center American College Theatre Festival. We had the opportunity to see a number of outstanding productions from across our region and take in workshops conducted by theatre professionals and educators. Justin Godwin and Chase Lumley performed with their partners, Tori Fairbank and Linzie Schneider in the Irene Ryan Competitions. Phil Hoke presented a workshop, Modified Whelan Technique: An Actor Centered Approach to Directing.
- In February we presented our third annual Dinner Theatre by presenting Phil Hoke's Shotguns for Wedding Bells. The play was well attended and received. We had the opportunity to play to roughly 600 patrons and we partnered with the Family Crisis Center for one of the evening performances. We were also able to upload a video of our chorus line to you tube. The video has received strong support and has received close to 1,500 views.
- In March we participated in the second annual Fine Arts Day. The event was particularly successful as we were able to attract 7 students to the theatre program for the fall semester.
- In April we performed Shakespeare's Twelfth Night and entered it as an Associate Production for The American College Theatre Festival. We received strong feedback

from our respondent and based on the success of this event we decided to hold the show open for another weekend. Justin Godwin and Tori Fairbank were nominated for Irene Ryan Awards; Alex Wilken and Noah McCallum were recommended for the region V Design Expo in set design; and Linzie Schneider, Tori Fairbank, and Justin Godwin were recommended to the design expo in costume design.

- Current recruiting efforts have been strong and we anticipate a significant increase to the theatre program in the fall of 2014. Current feeder schools include Garden City, Sublette, Deerfield, Holcomb, and Syracuse. Additionally we will be able to retain a number of our students into the fall and spring semester of next year.
- We have identified our season for next year which, if everything goes according to plan, will be: Les Miserables to be performed in the first part of November; School House Rock which will be our February Dinner Theatre; and Ocean Sunrise our final show of the year.

**Mary Cervantes** has been elected to the Board of the Finney County Historical Society.

**Ag Department:** The ag department is looking forward to our move into our remodeled facility. We have been very busy with spring projects of planting experiments and the birth of 95 baby chicks! We are very excited that our internship program is growing as well as students in our classes.

**Eugenia Eberhart:**

- African-American read-in with SGA in February—Black History month, largest turnout in six years
- Dramaturge: Twelfth Night—April/May performances. “Manned” the box office for five performances as well.
- Residential life appreciation dinner in April—in charge of costuming for the past six years.
- Participated in “coaching” with Trent Smith and other faculty members for AEC prior to final match

**Music Department** hosted over 80 sixth graders for the 8th Annual Sixth Grade Honors Band this spring. Special thanks to Kathy Kohls, Phil Hoke, and Great Western Dining for making this event go off without a hitch. It’s really great to work with so many talented professionals. James McAllister, Ph. D., Director of Instrumental Music

**GCCC Ammonia Refrigeration and Industrial Maintenance:** 3-13-2013 puts us at 267 students so far this year, which is the exact number of students we had all of the 11-12 school year. Every student we have from now until the end of the school year (June 30th) is one more than we had last year total. – Dallas Babcock

**GCCC media instructor selected as panelist for symposium:** Laura York Guy, media instructor and media adviser at Garden City Community College, was selected to serve on a panel of journalism educators and business leaders about integration of media during a symposium March 26 at Fort Hays State University. York Guy also is a member of the Board of Directors of the National Scholastic Press Association and first vice president of Kansas Collegiate Media.

**Department of Public Safety**

- Brad Sisk serves as President of Region II for SW KS EMS and serves on the KEMTA Board.
- Jerrad Webb was elected to the Kearny County Commission

- Larry Pander serves as the governor appointed community college representative for the Kansas Fire Commission which sets curriculum and training direction for Kansas Fire Services.
- David Rupp serves on the Kansas Peace Officers Association Legislative Committee.
- Linda Morgan serves as Chairperson for the KPOA Training Committee.
- Lakin Grade School 6th Grade Tour\* (approx 60 6th graders – Career exploration event. Approx 30 DPS students assisted)
- April 26, 2013. DPS's 6<sup>th</sup> Annual Ride for the Future. 92 motorcycles and 42 passengers on the road. Emphasis on scholarship funds for DPS students and on partnerships across the region. Final report pending.
- May 9, 2013 DPS Department Scenario Day. Integrated Criminal Justice, Fire Science and EMST simulated scenario events to test student ability to apply principles, concepts and techniques learned throughout the year. Approximately 60 students, 50 volunteers and professionals from partner agencies including Haskell Co EMS, Garden City Police Department, Garden City Fire Department, Kearny County EMS, Finney County EMS, EagleMed, GCHS Criminal Justice students, GCCC drama students and miscellaneous actors were involved.
- Garden City Police Citizen Committee – DPS Student Representative (Storm Mosher)
- DPS Annual Awards Celebration – May 16, 2013
- KS Collegiate Law Enforcement Academy – 5 CJ students accepted – May 12-15, 2013
- EMST Paramedic students participated in the Bible Christian Church's Day of Service, April 2013.
- Larry Pander assisted KU Fire and Rescue with several fire testing sites and grain rescue training this spring.
- Brad and Jerrad assisted with numerous testing sites for EMS throughout the spring semester.
- Team-T / non-credit classes coordinated by DPS included the following for 2012-2013 to date: KS CCHL: 229 / NRA Women on Target: 75 / National Safety Council Defensive Driving: 15. Additional classes are scheduled for May and June, 2013.

**MEETING OF TRUSTEES  
OF  
THE GARDEN CITY COMMUNITY COLLEGE**

**April 23, 2013**

Trustees Present: William S. Clifford, Jeff Crist, Marilyn Douglass, Ron Schwartz, Steve Sterling, Terri Worf

Others Present: Debra Atkinson, Deputy Clerk  
Dan Delgado, Sports Information Director and Promotions  
Mark Douglass, President of Broncbuster Athletic Association  
Toni Douglass, Community Member  
Bruce Exstrom, Vice President of Instructional Services  
Chris Finnegan, Head Baseball Coach  
Randall Grisell, GCCC Attorney, Doering & Grisell  
Angie Haflich, *Garden City Telegram*  
Curt K. Harman, Community Member  
Leonard Hitz, Community Member  
Adam Holt, *Garden City Telegram*  
T.J. Horton, Head Athletic Trainer  
Jim Howard, Community Member  
Micah Kasriel, Coordinator of Student Activities  
Jeff Kelly, Football Defensive coordinator  
Colin Lamb, Director Counseling/Advising/Assistant Athletic Director  
Matt Miller, Head Football Coach  
Crystal Moore, Assistant Athletic Trainer  
Moises Mora, President of Student Government Association  
Linda Morgan, Faculty Senate President/Criminal Justice Instructor  
Cathy McKinley, Executive Director of Public Relations/Marketing  
Stewart Nelson, GCCC Architect, Gibson Mancini Carmichael & Nelson  
Gracie Ortiz, Custodian  
Larry Pander, Fire Science Instructor  
Derek Ramos, Interim Director of Physical Plant  
Tony Ramos, Community Member  
Ryan Ruda, Vice President of Student Services  
Herbert J. Swender, President  
Jeff Southern, Director Information Technology  
Kia Thornberry, Head Women's Soccer Coach  
Alex Wallace, Community Member  
Natalie Wallace, Community Member  
Dee Wigner, Executive Vice President

**CALL TO ORDER:**

Chair Douglass called the meeting to order at 6:03 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Douglass thanked everyone for attending the GCCC Board of Trustee meeting. Chair Douglass noted that six individuals had registered to make comments and asked that individuals limit comments to two or three minutes each.

**OPEN COMMENTS FROM PUBLIC:**

Leonard Hitz, community member, expressed his concern regarding the Land Improvement for Soccer/Track/Intramural/Football. Hitz shared with board members that he felt the project was premature and the college should consider re-negotiating an agreement with USD 457 to play football at Memorial Stadium. Hitz expressed his appreciation for the opportunity to address the Board.

Jim Howard, community member, echoed the concern expressed by Hitz, regarding a football field, in addition to stating that the project seems to be moving way too fast. Howard expressed his appreciation for the opportunity to address the Board. Mr. Howard later shared that he has changed his view after listening to the coaches and supports the project.

Alex Wallace, local businessman, addressed the Board, voicing his concerns regarding the bid process used for the land improvement facility. Wallace related that the bidder recommended by administration deviated from the specifications outlined in the request for proposals, and suggested that the project should be re-bid. Wallace expressed his appreciation for the opportunity to address the Board.

Moises Mora, GCCCC Student Government Association president, reported that SGA supports the Land Improvement for Soccer/Track/Intramural/Football project 100 percent. Mora continued by stating there will be several benefits of having the facility in close proximity to the college’s dorms and that the field would provide additional opportunities to expand student intramural activities. Mora expressed his appreciation for the allowing him to express his view to the Board.

Dan Delgado, Sports Information Director and Promotions, addressed the Board in support of the proposal for land improvements for Soccer/Track/Intramural/Football field. Delgado shared that GCCC is committed to providing current and future students the best two-year collegiate experience possible. Delgado added that the field will be used for more than football. The field will be used for all athletic, intramural; clubs and organizations while also providing for scheduled public use. Delgado expressed his thanks for the time allowed to address the Board.

Matt Miller, Head Football Coach, spoke in support of the enhanced athletic field. Miller stated that GCCC football program is at a point where major success is within reach. Miller went on to say that GCCC facilities rated at the bottom rung of our own conference. Miller expressed to trustees that he believes that facilities are the only thing holding back the program. Miller thanked trustees for allowing him to express his views.

Chair Douglass expressed appreciation to all individuals for sharing their views

**INTRODUCTION OF NEW EMPLOYEES:**

Dee Wigner, Executive Vice President, introduced new GCCC employee Graciela Ortiz, Custodian, and Derek Ramos, Interim Director of Physical Plant. Swender welcomed Ortiz and Ramos and presented each with a GCCC Broncbuster lapel pin.

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Moises Mora, President of Student Government Association, reported the following:

Past Events:

- April 16                      SGA weighed all food that was thrown out and wasted in the GCCC cafeteria in one lunch period as a student awareness campaign of world hunger. Total weight of wasted food equaled 44 pounds. The total weight will be displayed in the cafeteria.
- April 17                      SGA fought hunger on GCCC campus with a check presentation to the KNEA-SP and PTK sponsored Campus Closet from Fort Hays State University students that are involved in a



similar hunger awareness project on their campus. The donation from SGA is intended to expand the Campus Closet in order to offer non-perishable food items to our students to help fight hunger at GCCC. GCCC students were asked “Why Care” about hunger. Answers were printed in the Silhouette. President Swender attended the SGA presentation.

Future Events:

April 24, 2013 Allocations will be on held from 8:30 a.m. to 4:00 p.m. in the conference room next to the SGA room.

May 1 Student Awards Banquet at 5:30p.m., main gym of Dennis Perryman Athletic Complex

**REPORT FROM FACULTY SENATE:**

Linda Morgan, Faculty Senate President/Criminal Justice Instructor, gave the following update:

- Faculty Senate hosted four faculty meetings in partnership with GCCC HEA for spring semester to facilitate discussion and comradery.
- Continuation of discussion and meetings with Dr. Swender and Dr. Exstrom for spring semester.
- Faculty observation assignments are currently ongoing for 2012-2013.
- Outstanding Faculty and Rookie of the Year are in the nomination process and will be announced at the Faculty Recognition Luncheon on May 10, 2013. Invitations will be forth coming.
- Faculty Senate Members for 2013-2014 are:

|                               |                 |
|-------------------------------|-----------------|
| President                     | Terry Lee       |
| Vice-President                | Larry Pander    |
| Secretary                     | Deb Robinson    |
| Senior Senator                | Pati Pfenninger |
| Senior Senator and Ex-Officio | Linda Morgan    |
| Alternate                     | Stacey Carr     |

Morgan explained that transfer of dollars within departments is pretty typical at this time of year in response to a question from trustee Clifford. This is not new, transfers happen especially toward the end of the year to cover expenses as they arise.

Trustees extended their appreciation to Morgan for her report.  
(Supporting documents filed with official minutes.)

**CONSENT AGENDA:**

Chair Douglass told trustees that item D-1 Land Improvement for Soccer/Track/Intramural/Football will be removed from the consent agenda for discussion and separate vote.

Chair Douglass asked for a motion approving consent agenda items II-A-C, II-D-2 and II-E.

**Motion:**

***Schwartz moved, seconded by Clifford, to approve consent agenda items, II-A-C, II-D-2 and II-E as presented.***

Trustee Clifford noted a correction for the March 26, 2013 meeting minutes. **“Tamara Jones, GCCC Sophomore from Prosser, WA”**, previously read “Tamara Jones, GCCC Sophomore from Colorado Springs”. Correction will be made.

Trustee Worf asked for clarification on item E-Culinary Management Program.

President Herbert Swender shared that the college’s administration has pursued expanding its curricula offering with contemporary instructional programs to fit the identified demand of the college’s service delivery area.

The addition of a GCCC Culinary Management Program will be critical to the region and will prepare students in Southwest Kansas and will provide opportunities for students to matriculate into a baccalaureate program should they so desire. This new program will prepare students to manage a restaurant kitchen and/or catering operation. The curriculum will provide hands-on experience in planning, supervising, and managing food and beverage

preparation; menu preparation; culinary, health and safety; cost control; purchasing; problem solving; personnel management; event planning; and applicable laws and regulations.

The Culinary Management Program will dovetail nicely with GCCC ServSafe and Food Science training program that can be delivered via mobile classroom and in partnership on culinary facilities with USD 457.

Chair Douglass express thanks to the Administration for having the vision to create another program.

***Motion carried 5-0***

Approved actions follow:

- (A) **APPROVED MINUTES** of previous meeting (March 26,2013)  
(Supporting documents filed with official minutes.)
- (B) **APPROVED PERSONNEL ADJUNCT/OUTREACH CONTRACTS**, as presented  
(Supporting documents filed with official minutes.)
- (C) **APPROVED SUBMITTED FINANCIAL INFORMATION**, as presented  
(Supporting documents filed with official minutes.)
- (E) **APPROVED CULINARY MANAGEMENT ACADEMIC PROGRAM**, as presented  
(Supporting documents filed with official minutes.)

**PULLED CONSENT AGENDA ITEM “II-D-1” LAND IMPROVEMENT FOR SOCCER/TRACK/INTRAMURAL/FOOTBALL:**

Bids were received from three vendors: Hellas Sports Construction, Austin, Texas; McAnany Construction, Shawnee; and Mid-America Golf, Lee's Summit, Mo.

After lengthy discussion the following motion was made.

**Motion:**

***Clifford moved, seconded by Crist, to table voting on the project.***

***Motion Carried 5-0***

Chair Douglass asked Stewart Nelson, architect with Gibson, Mancini, Nelson and Carmichael to address Wallace’s concern with the bid process. Nelson spoke to the assertion that low-bidder Hellas Sports Construction did not meet the project specifications in regard to lighting. Nelson said the request asked for ‘Musco’ or ‘Musco-like’ lighting. Hellas submitted estimates from two vendors for the electrical package – one for Musco lighting and one for Musco-like lighting.

GCCC executive vice president Dee Wigner pointed out that either way, Hellas Construction had submitted the low bid. Bids were received from three vendors: Hellas Sports Construction, Austin, Texas; McAnany Construction, Shawnee, Kan.; and Mid-America Golf, Lee’s Summit, Mo. Hellas’ base bid was \$2,260,340 compared to McAnany’s \$2,611,500 and Mid-America Golf’s \$2,609,440. Hellas also submitted the best finance package with an interest rate of 2.69 percent.

Swender stated that this is a unique opportunity to enhance the comprehensive community college experience for our students and also our community. This project will better address the logistics for programs, conserve finite water resources, enhance GCCC student recruitment and complement our existing campus. Swender went on to say recruiting prospective students to GCCC will be easier with all athletic programs on campus. In addition, the close proximity to the main campus also will alleviate transportation issues accompanying athletic events across town. Swender noted that the land improvement project would encourage more resident-student participation at events since they will be within walking distance of the new field. Swender shared that First Assembly of God pastor, Nathan Sheridan, has offered their parking lot for overflow off street parking. Swender went on to clarify that he was not advocating any kind of tax appropriation with a dedicated mill rate increase toward the

improvements, adding that the funds would come from the general fund and from student tuition and fees, as well as from philanthropic donations received.

***Motion:***

***Clifford moved, seconded by Worf, to resend the previous motion.***

***Motion Carried 5-0***

Discussion continued for several minutes. Chair Douglass asked for a motion on II-D-1 Land Improvement for Soccer/Track/Intramural/Football.

***Motion:***

***Sterling moved, seconded by Clifford, to accept the administration's recommendation to enter into an agreement with Hellas Construction to negotiate a price not to exceed \$2,600,000 for the land improvement project and to accept finance package as presented.***

***Ayes 4***

***Nays 2***

***Motion Carried 4-2***

At this point Chair Douglass recessed the meeting for a 5 minute break (8:15 p.m.)

At 8:20 p.m. the meeting reconvened.

**MONITORING REPORTS and ENDS REPORTS:**

Trustees indicated they had received and reviewed Executive Limitation, Quarterly #9, #10, Asset Protection Quarterly #5. No concerns were expressed with interpretation of any monitoring report offered. Trustees agreed to accept monitoring reports as presented.

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Trustees reviewed the following Academic Advancement: No changes were recommended.

**OWNERSHIP LINKAGE:**

Trustees noted that they had been contacted by a community member regarding Nanny Training and Bar Tending. Swender related to trustees that GCCC could provide Nanny Training through the continuing education side of the house in addition to perhaps offering Bar Tending.

Chair Douglass told trustees that President Swender was recently interviewed by the Kansas Leadership Center for *The Journal* and was published in April. GCCC and President Swender is having a significant impact for Garden City Community College and throughout the state of Kansas. *The Journal* is a quarterly magazine published by the Kansas Leadership Center and Dr. Swender is one of five Kansans being profiled for their efforts to transform the higher education system in Kansas.

**REPORTS:**

Trustees received several informational reports as part of the electronic Board packet. A complete report is filed in the electronic Board packet.

President's Report:

**Incidental Information:**

Recent campus events and developments, challenges and possible solutions are attached as part of these minutes.

### **Presidential Comments:**

#### **Dedication of Mobile Classroom:**

Huge day for GCCC on Thursday, March 28, 2013! Kansas Secretary of Agriculture, Dale Rodman, was on our campus to dedicate our Mobile Agriculture Classroom. More than 150 staff, faculty, students and community member were on hand for the celebration. Thank you to those who could attend.

#### **GCCC Employees Visit DC3:**

On Friday, April 12 employees of GCCC traveled to Dodge City to visit with counterparts at Dodge City Community College. We had the opportunity of touring new and renovated facilities, enjoying lunch and desert (strawberries and ice cream) in addition to strengthening relationships with our friends at DC3. More than 150 GCCC employees participated in the day's activities.

#### **Fighting Hunger at GCCC:**

Wednesday, April 17 two students from FHSU were on campus to help present a check to KNEA-SP & PTK on behalf of SGA for the Campus Closet. FHSU students encouraged GCCC SGA to get involved in the fight against hunger.

#### **RALK:**

The GCCC Employee 5K Walk, "Ralk" Run will be is scheduled to start at 8:00 a.m. on Saturday, May 4. Connect, Commit, Conquer is the theme of this 5K (3.1 mile) Run/Walk, for GCCC employees. Participants trained for 6 weeks, first time hope to make an annual event. Swender expressed his thanks to Dee Wigner, Executive Vice President and Cricket Turley, Director of Human Resources for coordinating this event.

#### **2013 Commencement Speaker:**

We are pleased and honored to have Coach Bill Snyder of Kansas State University as our 2013 Commencement Speaker.

#### **Gun Bill:**

Senate Sub. for HB 2052 enacts new law and amends existing law concerning firearms, criminal law, and the Personal and Family Protection Act (concealed carry of handguns). Counsel for the college will prepare our college's plan of action regarding implementation of the new law and board action for the June meeting.

#### **Hall of Fame Induction:**

The athletic department Hall of Fame induction ceremony is April 27.

The new members of the Hall of Fame

Shelley Meier

Frank Murphy

Jason Roach

Todd Tichenor.

Induction dinner and ceremony is at the main gym in the Dennis Perryman Athletic Complex at GCCC. The induction ceremony and banquet are set for 6:30 p.m.

#### **Sixth Annual Ride for the Future:**

April 27, begins and ends at Bible Christian Church, Garden City.... Registration 9 a.m., followed by ride 10:30 a.m.-3:30 p.m. This is a scholarship fund-raising event by the GCCC Public Safety Department.

#### **Congratulations:**

"Wild, Wild West," the GCCC Endowment Association Scholarship Auction, took place April 5 at the Finney County Exhibition Building with more than 1,000 people attending. The 35<sup>th</sup> annual event grossed more than \$173,000 and included a donation drawing for a 2013 Cadillac ATS.

**Year End Activities:**

A list of year end activities will be sent to board members.

**Performance Agreement:**

GCCC has received 100 percent of Performance funding for the 2013-2014 year. Swender expressed appreciation to Ryan Ruda, Vice President of Student Services who served as our point person and deserves a lot of credit. In addition, Bruce Exstrom, Vice President of Instructional Services was instrumental in securing GCCC’s funding.

**Distributive Education Club of America:**

GCCC Distributive Education Club of America recently attended a conference in Anaheim. GCCC students represented the college very well in competition.

**REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:**

Trustee Ron Schwartz stated the following:

- Several prospects are in the consideration phase
- FCEDC expressed appreciation for partnership with GCCC
- Schwartz gave a brief overview of the Holcomb Retail project that was started in October of 2011

Chair Douglass thanked Schwartz for representing GCCC at Finney County Economic Development Corporation.

**Budget Retreat:**

Chair Douglass asked trustees to begin considering dates for a budget retreat.

**EXECUTIVE SESSION:**

***Motion:***

***Worf moved, seconded by Schwartz that the board recess briefly at 9:00 p.m. for a short break and reconvene into a fifteen minute executive session at 9:05 p.m. for the purpose of consulting with the GCCC attorney. No action will be taken.***

***Motion Carried 5-0***

Persons included in executive session:  
GCCC Board of Trustees  
Herbert J. Swender, President  
Dee Wigner, Executive Vice President

Meeting adjourned at 9:15 p.m.

**UPCOMING CALENDAR EVENTS:**

|                |   |
|----------------|---|
| <u>May 21</u>  | Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center |
| <u>May 27</u>  | Memorial Day OFFICES CLOSED/NO CLASSES  |
| <u>June 18</u> | Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center |

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Debra J. Atkinson  
Deputy Clerk

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Herbert J. Swender, Ed.D.  
Secretary

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Dr. Marilyn Douglass  
Chair of the Board

**Agenda No: II-B**

**Date: May 21, 2013**

**Topic: Approval of Personnel Actions-Human Resources  
Adjunct/Outreach Contracts**

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

All full-time employees hired by the college's administration are presented monthly to the board. The following document represents new employees, separations, transfers/promotions, vacancies and retiring employees serving Garden City Community College and are presented for board approval.

**Budget Information:**

Salaries are commensurate with duties and responsibilities and are included in the annual budget.

**Recommended Board Action:**

Approve the personnel for employment, retirement, separation, and transfer/promotion as reported by the office of Human Relations.

**Board Action Taken:**               **Approved**        **Disapproved**  
       **Ayes**           **Nays**        **No Action**

**Board Member Notes:**



May 7, 2013

**To:** Board of Trustees  
**From:** Cricket Turley, Director of Human Resources

New Hire

Melanie Hands, SSS Academic and Retention Advisor, effective April 29, 2013  
Ryan Turner, Head Cross Country/Track & Field Coach, effective June 1, 2013  
Dennise Exstrom, Nursing Instructor, effective August 5, 2013

Separations

Rob Lutz, Head Women's Volleyball Coach, effective April 25, 2013  
Alaura Sharp, Head Women's Basketball Coach, effective May 31, 2013

Retirement

Transfers/Promotions

Vacancies

Director of Workforce Development  
Director of Small Business Development Center  
IT Network Manager  
IT Programmer Analyst  
Women's Volleyball Coach  
Head Women's Basketball Coach  
Animal Science/Food Safety Instructor

**Diversity Recruitment Opportunity**

In researching effective ways of advertising GCCC faculty and other professional position vacancies, a more affordable alternative emerged recently. We place our national position advertising with a leading website called HigherEdJobs.com, and now the HEJ site has added an additional service. When we place a 60-day vacancy posting we are now having the same advertisement e-mailed to approximately 142,000 professionals who have identified themselves as minority educators seeking employment. The e-mail message allows interested professionals to contact us directly, and it also includes a link to the HEJ site, which allows an interested applicant to navigate to the GCCC website and apply online.

**GARDEN CITY COMMUNITY COLLEGE  
 CONTRACTS FOR CREDIT CLASSES  
 (Presented to Board of Trustees for Approval 05/21/13)**

| INSTUCTOR         | CLASS   | AMOUNT            |
|-------------------|---|-------------------|
| Garvey, Diane     | College Skills Development<br>PCDE-101-07 - 1.00 credit hour(s)<br>1.00 credit hour(s) X \$500.00 = \$500.00<br>3/25/2013 - 5/23/2013<br>11-00-0000-11083-5260  | \$500.00          |
| Kasselman, Lalani | Certified Nurse Aide<br>HELR-1025-32 - 2.00 credit hour(s)<br>2.00 credit hour(s) X \$500.00 = \$1000.00<br>4/1/2013 - 4/29/2013<br>12-00-0000-12203-5260       | \$1,000.00        |
| Kasselman, Lalani | Certified Nurse Aide<br>HELR-1025-33 - 2.00 credit hour(s)<br>2.00 credit hour(s) X \$500.00 = \$1000.00<br>4/1/2013 - 4/29/2013<br>12-00-0000-12203-5260       | \$1,000.00        |
| Ochs, Edward      | Advanced Rappelling<br>CRIM-152-01 - 0.50 credit hour(s)<br>0.50 credit hour(s) X \$500.00 = \$250.00<br>4/13/2013 - 4/14/2013<br>12-00-0000-12240-5260         | \$250.00          |
| Ruda, Ryan        | Academic Recovery & Success<br>PCDE-110-51 - 1.00 credit hour(s)<br>1.00 credit hour(s) X \$500.00 = \$500.00<br>3/25/2013 - 5/23/2013<br>11-00-0000-11080-5260 | \$500.00          |
| Strawder, Freddie | EVOC II<br>CRIM-141-01 - 1.00 credit hour(s)<br>1.00 credit hour(s) X \$500.00 = \$500.00<br>4/6/2013 - 4/7/2013<br>12-00-0000-12240-5260                       | \$500.00          |
| <b>Total</b>      |   | <b>\$3,750.00</b> |



**GARDEN CITY COMMUNITY COLLEGE  
 CONTRACTS FOR NON-CREDIT CLASSES  
 (Presented to Board of Trustees for Approval 05/21/13)**

| <b>INSTRUCTOR</b> | <b>CLASS</b>  | <b>AMOUNT</b> |
|-------------------|---|---------------|
| LUCILLE DOUGLASS  | WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-13)<br>RANGE ASSISTANT<br>8 CONTACT HOUR(S) @ \$20.00/HOUR = \$160.00<br>05/04/13     | \$ 160.00     |
| KEVIN HOOVER      | CNA REFRESHER (ASAH101-14)<br>10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00<br>04/12/13 & 04/13/13<br>14-00-8001-31000-5270        | \$ 300.00     |
| DONALD LINVILLE   | TEAM BUILDING & DELEGATION – EVE (PROF118-12)<br>4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00<br>04/30/13<br>14-00-8004-31000-5270 | \$ 120.00     |
| JAMIE MORPHEW     | QUICKBOOKS FUND – EVE (COMP701-35)<br>8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00<br>04/24/13 & 04/25/13<br>14-00-8004-31000-5270 | \$ 240.00     |
| CARLOS PARDO      | WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-13)<br>RANGE ASSISTANT<br>5 CONTACT HOUR(S) @ \$20.00/HOUR = \$100.00<br>05/04/13     | \$ 100.00     |
| ROBERT PREWITT    | WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-13)<br>LEAD INSTRUCTOR<br>10 CONTACT HOUR(S) @ \$20.00/HOUR = \$200.00<br>05/04/13    | \$ 200.00     |
| JERRY SOLDNER     | WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-13)<br>RANGE ASSISTANT<br>5 CONTACT HOUR(S) @ \$20.00/HOUR = \$100.00<br>05/04/13     | \$ 100.00     |
| TOTAL             |   | \$1,220.00    |

**GARDEN CITY COMMUNITY COLLEGE  
 SERVICE CONTRACTS FOR ADJUNCT FACULTY  
 (Presented to Board of Trustees for Approval 05/21/13)**

| <b>INSTRUCTOR</b>                         | <b>CLASS</b>   | <b>AMOUNT</b>      |
|---|--|--------------------|
| Fischer, Melanie<br>(We Care Online, LLC) | Certified Nurse Aide (HELR-1025-32)<br>3.00 credit hours @ \$500.00/cr. hr<br>12-00-0000-12203-6605<br>4/1 – 4/29/13 | \$ 1,500.00        |
| Fischer, Melanie<br>(We Care Online, LLC) | Certified Nurse Aide (HELR-1025-33)<br>3.00 credit hours @ \$500.00/cr. hr<br>12-00-0000-12203-6605<br>4/1 – 4/29/13 | \$ 1,500.00        |
| <b>TOTAL ADJUNCT SERVICE CONTRACTS</b>    |  | <b>\$ 3,000.00</b> |

**GARDEN CITY COMMUNITY COLLEGE  
PAYMENTS TO OUTREACH COORDINATORS  
SPRING SEMESTER 2013  
Presented to Board of Trustees for Approval 05/21/13**

| <b>Location</b>                                | <b>Coordinator</b>  | <b>Total Student<br/>Cr. Hr.</b> | <b>Rate of Pay</b> | <b>Salary</b>                     | <b>Contract<br/>Totals</b> |
|--|---------------------|----------------------------------|--------------------|-----------------------------------|----------------------------|
| Deerfield                                      | Lisa K. Bowser      | 91                               | \$6.04/cr. hr.     | \$ 549.64<br><u>200.00</u> Base   | \$ 749.64                  |
| Dighton/<br>Healy                              | Debra D. Dowell     | 21                               | \$7.33/cr. hr.     | \$ 153.93<br><u>200.00</u> Base   | \$ 353.93                  |
| Garden City<br>High School                     | Tracy D. Newell     | 813                              | \$5.91/cr. hr.     | \$ 4,804.83<br><u>200.00</u> Base | \$ 5,004.83                |
| Holcomb  | Jennifer L. LaSalle | 48                               | \$6.40/cr. hr.     | \$ 307.20<br><u>200.00</u> Base   | \$ 507.20                  |
| Lakin  | Jennifer L. Bachman | 132                              | \$5.91/cr. hr.     | \$ 780.12<br><u>200.00</u> Base   | \$ 980.12                  |
| Leoti  | Janis M. Kreutzer   | 57                               | \$7.22/cr. hr.     | \$ 411.54<br><u>200.00</u> Base   | \$ 611.54                  |
| Scott City                                     | Elizabeth L. Hess   | 222                              | \$6.15/cr. hr.     | \$ 1,365.30<br><u>200.00</u> Base | \$ 1,565.30                |
| Syracuse                                       | Jennifer L. Lehman  | 30                               | \$6.04/cr. hr.     | \$ 181.20<br><u>200.00</u> Base   | \$ 381.20                  |
| Tribune  | Angela L. Woelk     | 9                                | \$6.04/cr. hr.     | \$ 54.36<br><u>200.00</u> Base    | \$ 254.36                  |
| <b>TOTAL OUTREACH<br/>COORDINATOR PAYMENTS</b> |                     |                                  |                    |                                   | <b>\$ 10,408.12</b>        |
| 11-00-0000-42002-5160                          |                     |                                  |                    |                                   |                            |

**GARDEN CITY COMMUNITY COLLEGE  
SERVICE CONTRACTS  
FOR OUTREACH FACULTY  
(Presented to Board of Trustees for Approval 05/21/13)**

| <b>INSTRUCTOR</b>                 | <b>CLASS</b>  | <b>AMOUNT</b> |
|-----------------------------------|---|---------------|
| <b><u>DEERFIELD – USD 216</u></b> |   |               |
| Schmitz, Robert                   | Intermediate Algebra Review (MATH-107R-DE)<br>Pro-rated: 6/8 x \$375.00 (USD Rate) x 5.00 FLC (6 students)<br>11-00-0000-11050-6610<br>1/3 – 5/8/13 | \$ 1,406.25   |
| <b><u>DIGHTON – USD 482</u></b>   |   |               |
| Felker, Amy                       | College Algebra (MATH-108-DI)<br>Pro-rated: 3/8 x \$375.00 (USD Rate) x 3.00 FLC (3 students)<br>11-00-0000-11050-6610<br>8/23/12 – 5/10/13         | \$ 421.88     |
| Shearer Morse, Ashley             | English II (ENGL-102-DI)<br>Pro-rated: 5/8 x \$375.00 (USD Rate) x 3.75 FLC (3 students)<br>11-00-0000-11021-6610<br>1/9 – 5/10/13                  | \$ 878.91     |

**GARDEN CITY – USD 457**

|                  |   |             |
|------------------|---|-------------|
| Ackerman, Linda  | Intro to Comp. Conc. & Appl. (CSCI-110-GC)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Anderson, Amy    | Intro to Comp. Conc. & Appl. (CSCI-110-GE)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Anderson, Amy    | Intro to Comp. Conc. & Appl. (CSCI-110-GF)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Anderson, Amy    | Intro to Comp. Conc. & Appl. (CSCI-110-GG)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Anderson, Amy    | Intro to Comp. Conc. & Appl. (CSCI-110-GH)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Anderson, Amy    | Intro to Comp. Conc. & Appl. (CSCI-110-GI)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Calvin, Mark     | American Government (POLS-105-GC)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11060-6610<br>1/8 – 5/14/13   | \$ 1,125.00 |
| Enriquez, Rafael | General Psychology (PSYC-101-GC)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11060-6610<br>1/8 – 5/14/13  | \$ 1,125.00 |
| Enriquez, Rafael | General Psychology (PSYC-101-GD)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11060-6610<br>1/8 – 5/14/13  | \$ 1,125.00 |
| Neri, Juan       | Entrepreneurship (BSAD-128-GC)<br>Combined w/ BSAD-128-GD<br>\$375.00 (USD Rate) x 3.00 FLC (18 students)<br>11-00-0000-11010-6610<br>8/23/12 – 5/23/13 | \$ 1,125.00 |
| Neri, Juan       | Intro to Comp. Conc. & Appl. (CSCI-110-GD)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11010-6610<br>1/8 – 5/14/13                                  | \$ 1,125.00 |
| Shull, Peter     | English II (ENGL-102-GC)<br>\$375.00 (USD Rate) x 3.75 FLC<br>11-00-0000-11021-6610<br>1/8 – 5/14/13  | \$ 1,406.25 |
| Shull, Peter     | English II (ENGL-102-GD)<br>\$375.00 (USD Rate) x 3.75 FLC<br>11-00-0000-11021-6610<br>1/8 – 5/14/13  | \$ 1,406.25 |
| Tidwell, Russell | Public Speaking (SPCH-111-GC)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11022-6610<br>1/8 – 5/14/13   | \$ 1,125.00 |
| Tidwell, Russell | Public Speaking (SPCH-111-GD)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11022-6610<br>1/8 – 5/14/13   | \$ 1,125.00 |

**HEALY – USD 468**

|                   |  |           |
|-------------------|--|-----------|
| Ostmeyer, Annette | English II (ENGL-102-HE)<br>Pro-rated: 2/8 x \$375.00 (USD Rate) x 3.75 FLC (2 students)<br>11-00-0000-11021-6610<br>1/7 – 5/10/13 | \$ 351.56 |
|-------------------|--|-----------|

**HOLCOMB – USD 363**

|                   |   |             |
|-------------------|---|-------------|
| Barrett, Jennifer | College Algebra (MATH-108-HO)<br>Combined w/ MATH-108-HC<br>\$375.00 (USD Rate) x 3.00 FLC (16 students)<br>11-00-0000-11050-6610<br>8/21/12 – 5/6/13 | \$ 1,125.00 |
|-------------------|---|-------------|

|                   |  |             |
|-------------------|--|-------------|
| Hagman, Katherine | American Government (POLS-105-HO)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11060-6610<br>8/21/12 – 5/6/13 | \$ 1,125.00 |
|-------------------|--|-------------|

|              |  |             |
|--------------|--|-------------|
| Kelly, Cindy | English I (ENGL-102-HO)<br>Combined w/ ENGL-102-HC<br>\$375.00 (USD Rate) x 3.75 FLC (12 students)<br>11-00-0000-11021-6610<br>1/4 – 5/17/13 | \$ 1,406.25 |
|--------------|--|-------------|

|                  |   |           |
|------------------|---|-----------|
| Kennedy, Stanley | Intro to Criminal Justice (CRIM-101-HO)<br>Pro-rated: 3/8 x \$375.00 (USD Rate) x 3.00 FLC (3 students)<br>12-00-0000-12240-6610<br>8/21/12 – 5/23/13 | \$ 421.88 |
|------------------|---|-----------|

|              |  |           |
|--------------|--|-----------|
| Novack, Chad | Lifetime Fitness (HPER-121-HO)<br>Pro-rated: 6/8 x \$375.00 (USD Rate) x 2.00 FLC (6 students)<br>11-00-0000-11070-6610<br>1/4 – 5/17/13 | \$ 562.50 |
|--------------|--|-----------|

**LAKIN – USD 215**

|                 |  |             |
|-----------------|--|-------------|
| Thompson, Kevin | Intro to Literature (LITR-210-LK)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11021-6610<br>11/12/12 – 2/22/13 | \$ 1,125.00 |
|-----------------|--|-------------|

|                 |   |             |
|-----------------|---|-------------|
| Thompson, Kevin | English II (ENGL-102-LK)<br>\$375.00 (USD Rate) x 3.75 FLC<br>11-00-0000-11021-6610<br>2/26 – 5/17/13 | \$ 1,406.25 |
|-----------------|---|-------------|

**LEOTI – USD 467**

|                    |   |           |
|--------------------|---|-----------|
| Breitkreutz, Betsy | College Algebra (MATH-108-LE)<br>Pro-rated: 3/8 x \$375.00 (USD Rate) x 3.00 FLC (3 students)<br>11-00-0000-11050-6610<br>1/8 – 5/13/13 | \$ 421.88 |
|--------------------|---|-----------|

|               |  |             |
|---------------|--|-------------|
| Butt, Clifton | English II (ENGL-102-LE)<br>Pro-rated: 6/8 x \$375.00 (USD Rate) x 3.75 FLC (6 students)<br>11-00-0000-11021-6610<br>1/8 – 5/13/13 | \$ 1,054.69 |
|---------------|--|-------------|

|               |  |             |
|---------------|--|-------------|
| Conard, Julie | Interpersonal Communications I (SPCH-113-LE)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11022-6610<br>1/8 – 5/13/13 | \$ 1,125.00 |
|---------------|--|-------------|

**SCOTT CITY – USD 466**

|                   |  |             |
|-------------------|--|-------------|
| Kucharik, Stephen | English II (ENGL-102-SC)<br>Ext. amt - \$400.00 Fiber Optic Course for Ingalls & Spearville<br>\$375.00 (USD Rate) x 3.75 FLC<br>11-00-0000-11021-6610<br>1/15 – 5/10/13 | \$ 1,806.25 |
|-------------------|--|-------------|

|                   |   |             |
|-------------------|---|-------------|
| Kucharik, Stephen | English II (ENGL-102-SO)<br>\$375.00 (USD Rate) x 3.75 FLC<br>11-00-0000-11021-6610<br>1/15 – 5/10/13 | \$ 1,406.25 |
|-------------------|---|-------------|

|   |   |                     |
|---|---|---------------------|
| Paget, William                          | College Algebra (MATH-108-SC)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11050-6610<br>1/15 – 5/10/13  | \$ 1,125.00         |
| Reese, Kevin                            | Entrepreneurship (BSAD-128-SC)<br>Pro-rated: 2/8 x \$375.00 (USD Rate) x 3.00 FLC (2 students)<br>11-00-0000-11010-6610<br>1/15 – 5/10/13                 | \$ 281.25           |
| Rogers, Stacy                           | Principles of Biology (BIOL-105-90)<br>\$375.00 (USD Rate) x 5.66 FLC<br>11-00-0000-11040-6610<br>8/22/12 – 5/15/13                                       | \$ 2,122.50         |
| Wasinger, Shairlyn                      | Public Speaking (SPCH-111-SC)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11022-6610<br>1/15 – 5/10/13  | \$ 1,125.00         |
| Wasinger, Shairlyn                      | Public Speaking (SPCH-111-SO)<br>Pro-rated: 7/8 x \$375.00 (USD Rate) x 3.00 FLC (7 students)<br>11-00-0000-11021-6610<br>1/15 – 5/10/13                  | \$ 984.38           |
| <b><u>SYRACUSE – USD 494</u></b>        |   |                     |
| Hefty, Steven                           | College Chemistry I (CHEM-109-SY)<br>Pro-rated: 3/8 x \$375.00 (USD Rate) x 5.66 FLC (3 students)<br>11-00-0000-11040-6610<br>8/14/12 – 5/21/13           | \$ 421.88           |
| McAllister, Steve                       | American Government (POLS-105-SY)<br>\$375.00 (USD Rate) x 3.00 FLC<br>11-00-0000-11060-6610<br>8/14/12 – 5/21/13   | \$ 795.94           |
| Stucky, Tina                            | English II (ENGL-102-SY)<br>\$375.00 (USD Rate) x 3.75 FLC<br>11-00-0000-11021-6610<br>1/7 – 5/9/13   | \$ 1,406.25         |
| <b><u>TRIBUNE – USD 200</u></b>         |   |                     |
| Cooksey, Todd                           | College Algebra (MATH-108-TR)<br>Pro-rated: 3/8 x \$375.00 (USD Rate) x 3.00 FLC (3 students)<br>11-00-0000-11050-6610<br>1/7 – 5/17/13                   | \$ 421.88           |
| Larkin, Nathaniel                       | Anatomy & Physiology (BIOL-210-TR)<br>Pro-rated: 5/8 x \$375.00 (USD Rate) x 5.66 FLC (5 students)<br>11-00-0000-11040-6610<br>8/20/12 – 5/20/13          | \$ 1,326.56         |
| Larkin, Nathaniel                       | General Chemistry (CHEM-105-TR)<br>Combined w/ CHEM-105-TS<br>\$375.00 (USD Rate) x 5.66 FLC (8 students)<br>11-00-0000-11040-6610<br>8/20/12 – 5/20/13   | \$ 2,122.50         |
| Sill, Phillip                           | American History Since 1865 (HIST-104-TR)<br>Pro-rated: 7/8 x \$375.00 (USD Rate) x 3.00 FLC (7 students)<br>11-00-0000-11020-6610<br>8/20/12 – 5/20/13   | \$ 984.38           |
| Woelk, Angela                           | General Psychology (PSYC-101-TR)<br>Combined w/ PSYC-101-TS<br>\$375.00 (USD Rate) x 3.00 FLC (11 students)<br>11-00-0000-11060-6610<br>8/20/12 – 5/20/13 | \$ 1,125.00         |
| <b>TOTAL OUTREACH SERVICE CONTRACTS</b> |   | <b>\$ 48,849.57</b> |

**GARDEN CITY COMMUNITY COLLEGE  
 PAYMENTS TO OUTREACH CENTERS  
 FOR FACILITY USAGE  
 SPRING 2013**

(Presented to Board of Trustees for Approval 5/21/13)

| <b>Location</b>   | <b>Total Student<br/>Cr. Hr.</b> | <b>Rate of Pay</b> | <b>Total</b>     |
|---|----------------------------------|--------------------|------------------|
| <b><u>DEERFIELD – USD 216</u></b>                             |                                  |                    |                  |
| Public Speaking<br>(SPCH-111-DE)<br>17 students               | 51                               | <b>\$5.00</b>      | <b>\$ 255.00</b> |
| <b><u>GARDEN CITY – USD 457</u></b>                           |                                  |                    |                  |
| Health & Movement Educ Methods<br>(EDUC-203-90)<br>5 students | 15                               | <b>\$5.00</b>      | <b>\$ 75.00</b>  |
| <b>TOTALS</b>   | <b>66</b>                        |                    | <b>\$ 330.00</b> |

11-00-0000-42002-6620

**Agenda No: II-C**

**Date: May 21, 2013**

**Topic:** Financial Information

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

Presentation of monthly financial documents:

- Checks over \$20,000
- Revenues
- Expenses
- Cash in Bank

**Budget Information:**

Financial information represents 1) monthly expenditures over \$20,000 2) revenues, 3) expenses 4) and, cash deposits.

**Recommended Board Action:**

Accept and approve financial information as presented.

**Board Action Taken:**               **Approved**        **Disapproved**  
          **Ayes**           **Nays**        **No Action**

**Board Member Notes:**

## CHECKS PROCESSED IN EXCESS OF \$20,000

May 2013

### Purchases over \$20,000 requiring bid sheet:

- Check #223750 to CDW Government Inc. for \$54,133.71 for various invoices including technology purchased for the mobile classroom. The Board approved this purchase at the February 2013 board meeting.
- Check #223902 to Office Solutions Inc. for \$27,182.93 for various invoices for the purchase of office furniture and supplies. Bid sheet for furniture purchases indicated single source vendor for Steelcase furniture.
- Check #224091 to Zones Inc. for \$22,091.01 for the annual renewal of the Microsoft licensing agreement. The Board approved this purchase at the February 2013 board meeting.
- Check #224084 to Waltons Inc. for \$22,985.99 for equipment for the Animal Science laboratory. The Board approved this purchase at the February 2013 board meeting.

### Payments over \$20,000 not requiring bid sheets

- Check #223518 to Dick Construction for \$102,761.00 for work performed to date on the Animal Science remodel project under the Trac7 grant. The Board previously approved this project.
- Check #223533 to Great Western Dining for \$66,141.16 for various invoices.
- Check #223753 to City of Garden City for \$38,976.50 for utilities.
- Check #223755 to Commerce Bank-Commercial for \$53,726.17 for purchase card purchases.
- Check #223760 to EduKan for \$45,365.00 for Spring 2013 Session 2 tuition and fees.
- Check #223875 to EduKan for \$23,095.00 for Spring 2013 Session 3 tuition and fees.
- Check #224003 to Blue Cross and Blue Shield of Kansas for \$96,319.40 for May health insurance premiums.



Garden City Community College  
Annual Budget Report Ending 04/30/2013  
Options - All Statuses

REVENUES

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Fiscal Year: 2013

BUDGET.OFFICER: Unassigned

| GL Account                               | YTD Encumbrances | MTD Actual | YTD Actual     | Annual Budget  | Available     | % Avail |
|--|------------------|------------|----------------|----------------|---------------|---------|
| 11-00-0000-00000-4001 TUITION IN STATE : | 0.00             | 2,300.00   | 1,623,905.00-  | 1,200,000.00-  | 423,905.00    | 35.32-  |
| 11-00-0000-00000-4002 AMMONIA REFG COURS | 0.00             | 0.00       | 6,933.73-      | 0.00           | 6,933.73      | 0.00    |
| 11-00-0000-00000-4003 AUTOMATION ELECT C | 0.00             | 0.00       | 1,574.00-      | 0.00           | 1,574.00      | 0.00    |
| 11-00-0000-00000-4004 TUITION OUT OF STA | 0.00             | 8,330.00-  | 199,615.53-    | 65,000.00-     | 134,615.53    | 207.09- |
| 11-00-0000-00000-4005 ACAD COURSE FEE :  | 0.00             | 265.00     | 56,909.00-     | 50,000.00-     | 6,909.00      | 13.81-  |
| 11-00-0000-00000-4006 OUTREACH CREDIT HO | 0.00             | 3,294.00   | 73,947.00-     | 50,000.00-     | 23,947.00     | 47.88-  |
| 11-00-0000-00000-4007 TECHNOLOGY FEE-C : | 0.00             | 2,664.00-  | 312,387.49-    | 200,000.00-    | 112,387.49    | 56.18-  |
| 11-00-0000-00000-4008 TECHNOLOGY FEE-O : | 0.00             | 1,647.00   | 36,972.00-     | 20,000.00-     | 16,972.00     | 84.85-  |
| 11-00-0000-00000-4011 MISC STUDENT BILL  | 0.00             | 311.22-    | 4,482.17-      | 35,000.00      | 39,482.17     | 112.81  |
| 11-00-0000-00000-4013 TUITION INTERNATIO | 0.00             | 0.00       | 25,719.00-     | 17,000.00-     | 8,719.00      | 51.28-  |
| 11-00-0000-00000-4014 TUITION BORDER STA | 0.00             | 2,600.00-  | 206,895.00-    | 240,000.00-    | 33,105.00-    | 13.79   |
| 11-00-0000-00000-4015 ONLINE COURSE FEE  | 0.00             | 0.00       | 6,045.00-      | 0.00           | 6,045.00      | 0.00    |
| 11-00-0000-00000-4016 DROP FEE : GENERAL | 0.00             | 2,400.00-  | 3,450.00-      | 1,000.00-      | 2,450.00      | 244.99- |
| 11-00-0000-00000-4102 PRIVATE GIFTS/GRAN | 0.00             | 0.00       | 100.00-        | 25,000.00-     | 24,900.00-    | 99.60   |
| 11-00-0000-00000-4501 BUILDING/ROOM RENT | 0.00             | 330.00-    | 6,180.00-      | 12,000.00-     | 5,820.00-     | 48.50   |
| 11-00-0000-00000-4512 VENDING MACHINES : | 0.00             | 618.44-    | 6,083.72-      | 12,000.00-     | 5,916.28-     | 49.30   |
| 11-00-0000-00000-4515 CHILD CARE FEES :  | 0.00             | 0.00       | 17,700.00-     | 0.00           | 17,700.00     | 0.00    |
| 11-00-0000-00000-4601 STATE OPERATING GR | 0.00             | 0.00       | 1,691,376.00-  | 1,873,661.00-  | 182,285.00-   | 9.73    |
| 11-00-0000-00000-4603 STATE PMT FOR HS T | 0.00             | 0.00       | 0.00           | 1.00-          | 1.00-         | 100.00  |
| 11-00-0000-00000-4803 AD VALOREM PROPERT | 0.00             | 0.00       | 5,995,313.16-  | 9,820,000.00-  | 3,824,686.84- | 38.95   |
| 11-00-0000-00000-4805 MOTOR VEHICLE PROP | 0.00             | 0.00       | 540,443.02-    | 656,879.00-    | 116,435.98-   | 17.73   |
| 11-00-0000-00000-4806 RECREATIONAL VEHIC | 0.00             | 0.00       | 4,947.76-      | 8,867.00-      | 3,919.24-     | 44.20   |
| 11-00-0000-00000-4807 DELINQUENT TAX : G | 0.00             | 0.00       | 97,297.90-     | 149,085.00-    | 51,787.10-    | 34.74   |
| 11-00-0000-00000-4808 PAYMENTS IN LIEU O | 0.00             | 0.00       | 55,316.01-     | 122,038.00-    | 66,721.99-    | 54.67   |
| 11-00-0000-00000-4809 RENTAL EXCISE TAX  | 0.00             | 0.00       | 5,043.92-      | 8,766.00-      | 3,722.08-     | 42.46   |
| 11-00-0000-00000-4810 16/20 M TAX : GENE | 0.00             | 0.00       | 21,199.18-     | 21,993.00-     | 793.82-       | 3.61    |
| 11-00-0000-00000-4811 TAX IN PROCESS : G | 0.00             | 0.00       | 176,358.41-    | 124,084.00-    | 52,274.41     | 42.12-  |
| 11-00-0000-00000-4813 D/S TRANSFER : GEN | 0.00             | 0.00       | 0.00           | 2,868.00-      | 2,868.00-     | 100.00  |
| 11-00-0000-00000-4902 INTEREST INCOME :  | 0.00             | 209.21-    | 17,832.82-     | 55,000.00-     | 37,167.18-    | 67.58   |
| 11-00-0000-00000-4905 ADMINISTRATIVE ALL | 0.00             | 1,383.33-  | 117,392.86-    | 110,000.00-    | 7,392.86      | 6.71-   |
| 11-00-0000-00000-4907 MISCELLANEOUS INCO | 0.00             | 1,628.89-  | 19,089.65-     | 35,000.00-     | 15,910.35-    | 45.46   |
| 11-00-0000-00000-4912 TRANSCRIPTS : GENE | 0.00             | 1,011.43-  | 11,352.42-     | 15,000.00-     | 3,647.58-     | 24.32   |
| 11-00-0000-00000-4999 CONTRA-REV/FUND TR | 0.00             | 0.00       | 0.00           | 934,980.00     | 934,980.00    | 100.00  |
| 11-00-0000-00000-9999 CONTINGENCY ACCOUN | 0.00             | 0.00       | 0.00           | 150,000.00-    | 150,000.00-   | 100.00  |
| =====                                    |                  |            |                |                |               |         |
| Totals for FUND: 11 - GENERAL            | 0.00             | 13,980.52- | 11,341,861.75- | 14,075,262.00- | 2,733,400.25- | 19.42   |
| =====                                    |                  |            |                |                |               |         |
| 12-00-0000-00000-4001 TUITION IN STATE : | 0.00             | 0.00       | 0.00           | 550,000.00-    | 550,000.00-   | 100.00  |
| 12-00-0000-00000-4004 TUITION OUT OF STA | 0.00             | 0.00       | 0.00           | 65,000.00-     | 65,000.00-    | 100.00  |
| 12-00-0000-00000-4005 ACAD COURSE FEE :  | 0.00             | 43,789.00- | 423,225.72-    | 370,000.00-    | 53,225.72     | 14.38-  |
| 12-00-0000-00000-4006 OUTREACH CREDIT HO | 0.00             | 0.00       | 0.00           | 5,000.00-      | 5,000.00-     | 100.00  |
| 12-00-0000-00000-4007 TECHNOLOGY FEE-C : | 0.00             | 0.00       | 0.00           | 136,000.00-    | 136,000.00-   | 100.00  |
| 12-00-0000-00000-4008 TECHNOLOGY FEE-O : | 0.00             | 0.00       | 0.00           | 9,000.00-      | 9,000.00-     | 100.00  |
| 12-00-0000-00000-4011 MISC STUDENT BILL  | 0.00             | 0.00       | 0.00           | 10,000.00      | 10,000.00     | 100.00  |
| 12-00-0000-00000-4013 TUITION INTERNATIO | 0.00             | 0.00       | 0.00           | 8,000.00-      | 8,000.00-     | 100.00  |
| 12-00-0000-00000-4015 ONLINE COURSE FEE  | 0.00             | 0.00       | 6,695.00-      | 0.00           | 6,695.00      | 0.00    |
| 12-00-0000-00000-4601 STATE OPERATING GR | 0.00             | 0.00       | 978,177.00-    | 795,892.00-    | 182,285.00    | 22.89-  |
| 12-00-0000-00000-4999 CONTRA-REV/FUND TR | 0.00             | 0.00       | 0.00           | 934,980.00-    | 934,980.00-   | 100.00  |
| =====                                    |                  |            |                |                |               |         |
| Totals for FUND: 12 - PTE FUND           | 0.00             | 43,789.00- | 1,408,097.72-  | 2,863,872.00-  | 1,455,774.28- | 50.83   |

|  |      |            |                |                |               |        |
|--|------|------------|----------------|----------------|---------------|--------|
| 61-00-0000-00000-4103 TAX CREDIT DONATIO | 0.00 | 0.00       | 347,055.00-    | 347,000.00-    | 55.00         | 0.01-  |
| 61-00-0000-00000-4803 AD VALOREM PROPERT | 0.00 | 0.00       | 309,320.01-    | 497,565.00-    | 188,244.99-   | 37.83  |
| 61-00-0000-00000-4805 MOTOR VEHICLE PROP | 0.00 | 0.00       | 30,410.96-     | 34,573.00-     | 4,162.04-     | 12.04  |
| 61-00-0000-00000-4806 RECREATIONAL VEHIC | 0.00 | 0.00       | 278.63-        | 443.00-        | 164.37-       | 37.10  |
| 61-00-0000-00000-4807 DELINQUENT TAX : G | 0.00 | 0.00       | 4,744.28-      | 10,515.00-     | 5,770.72-     | 54.88  |
| 61-00-0000-00000-4808 PAYMENTS IN LIEU O | 0.00 | 0.00       | 3,153.14-      | 6,423.00-      | 3,269.86-     | 50.91  |
| 61-00-0000-00000-4810 16/20 M TAX : GENE | 0.00 | 0.00       | 1,193.96-      | 1,158.00-      | 35.96         | 3.10-  |
| 61-00-0000-00000-4811 TAX IN PROCESS : G | 0.00 | 0.00       | 9,750.88-      | 7,400.00-      | 2,350.88      | 31.76- |
| 61-00-0000-00000-9999 CONTINGENCY ACCOUN | 0.00 | 0.00       | 0.00           | 415,973.00     | 415,973.00    | 100.00 |
| =====                                    |      |            |                |                |               |        |
| Totals for FUND: 61 - CAPITAL OUTLAY     | 0.00 | 0.00       | 705,906.86-    | 489,104.00-    | 216,802.86    | 44.32- |
| =====                                    |      |            |                |                |               |        |
| Totals for BUDGET.OFFICER: Unassigned    | 0.00 | 57,769.52- | 13,455,866.33- | 17,428,238.00- | 3,972,371.67- | 22.79  |

Garden City Community College  
Annual Budget Report Ending 04/30/2013  
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EXPENSES

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Fiscal Year: 2013

FUND: 11 - GENERAL

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|--|------------------|------------|------------|---------------|------------|---------|
| DEPARTMENT: 11005 - INSTRUCTION SALARY | 0.00             | 0.00       | 0.00       | 5,900.23      | 5,900.23   | 100.00  |
| DEPARTMENT: 11010 - BUSINESS & ECONOMI | 0.00             | 5,996.44   | 43,733.52  | 95,224.00     | 51,490.48  | 54.07   |
| DEPARTMENT: 11020 - HUMANITIES         | 0.00             | 1,027.11   | 10,167.66  | 21,176.79     | 11,009.13  | 51.99   |
| DEPARTMENT: 11021 - ENGLISH            | 79.70            | 29,598.56  | 265,412.80 | 380,263.71    | 114,771.21 | 30.18   |
| DEPARTMENT: 11022 - SPEECH             | 0.00             | 6,116.03   | 50,214.93  | 78,704.38     | 28,489.45  | 36.20   |
| DEPARTMENT: 11023 - PHILOSOPHY         | 0.00             | 538.25     | 2,691.25   | 5,383.00      | 2,691.75   | 50.00   |
| DEPARTMENT: 11024 - PHOTOGRAPHY        | 0.00             | 293.03     | 2,638.20   | 2,792.00      | 153.80     | 5.51    |
| DEPARTMENT: 11025 - JOURNALISM         | 0.00             | 5,237.46   | 48,179.80  | 64,473.00     | 16,293.20  | 25.27   |
| DEPARTMENT: 11026 - BROADCASTING       | 0.00             | 0.00       | 1,936.70   | 7,164.00      | 5,227.30   | 72.97   |
| DEPARTMENT: 11030 - ART                | 2,082.57         | 14,566.14  | 122,146.93 | 154,591.00    | 30,361.50  | 19.64   |
| DEPARTMENT: 11031 - DRAMA              | 105.06           | 15,415.34  | 66,881.28  | 80,964.00     | 13,977.66  | 17.26   |
| DEPARTMENT: 11032 - VOCAL MUSIC        | 0.00             | 7,895.23   | 70,761.77  | 96,788.00     | 26,026.23  | 26.89   |
| DEPARTMENT: 11033 - INST MUSIC         | 745.00           | 15,104.76  | 110,447.50 | 157,766.00    | 46,573.50  | 29.52   |
| DEPARTMENT: 11040 - SCIENCE            | 13,473.96        | 52,439.56  | 360,933.45 | 490,112.64    | 115,705.23 | 23.61   |
| DEPARTMENT: 11050 - MATH               | 0.00             | 30,181.29  | 264,936.04 | 371,916.87    | 106,980.83 | 28.76   |
| DEPARTMENT: 11060 - SOCIAL SCIENCE     | 0.00             | 40,360.74  | 328,382.93 | 452,842.38    | 124,459.45 | 27.48   |
| DEPARTMENT: 11070 - HEALTH & PHYSICAL  | 0.00             | 17,820.75  | 153,834.22 | 202,221.50    | 48,387.28  | 23.93   |
| DEPARTMENT: 11071 - WELLNESS-SUPER CIR | 0.00             | 3,281.47   | 31,237.59  | 55,582.00     | 24,344.41  | 43.80   |
| DEPARTMENT: 11080 - ESSENTIAL SKILLS   | 0.00             | 358.84     | 3,947.14   | 7,160.00      | 3,212.86   | 44.87   |
| DEPARTMENT: 11081 - READING            | 0.00             | 6,808.87   | 49,306.51  | 57,330.00     | 8,023.49   | 14.00   |
| DEPARTMENT: 11082 - ESL                | 0.00             | 5,428.65   | 51,051.01  | 70,174.00     | 19,122.99  | 27.25   |
| DEPARTMENT: 11083 - COLLEGE SKILLS     | 318.00           | 1,766.94   | 26,710.93  | 30,648.00     | 3,619.07   | 11.81   |
| DEPARTMENT: 11090 - ACADEMIC CHALLENGE | 0.00             | 389.07     | 2,582.04   | 5,000.00      | 2,417.96   | 48.36   |
| DEPARTMENT: 11100 - TECHNOLOGY--INSTRU | 14,152.80        | 17,800.38  | 168,866.48 | 353,000.00    | 169,980.72 | 48.15   |
| DEPARTMENT: 12014 - FINNUP LAB         | 0.00             | 5,758.57   | 52,619.86  | 69,829.00     | 17,209.14  | 24.64   |
| DEPARTMENT: 12090 - BSIS COMPETITION T | 0.00             | 1,166.76   | 1,016.76   | 1,000.00      | 16.76-     | 1.67-   |
| DEPARTMENT: 12200 - ADN PROGRAM        | 0.00             | 0.00       | 0.00       | 0.00          | 0.00       | 0.00    |
| DEPARTMENT: 12202 - EMT                | 0.00             | 307.62     | 603.12     | 0.00          | 603.12-    | 0.00    |
| DEPARTMENT: 12203 - ALLIED HEALTH      | 0.00             | 0.00       | 4,239.90-  | 0.00          | 4,239.90   | 0.00    |
| DEPARTMENT: 12210 - AGRICULTURE        | 0.00             | 0.00       | 2,116.94-  | 0.00          | 2,116.94   | 0.00    |
| DEPARTMENT: 12240 - CRIMINAL JUSTICE   | 0.00             | 0.00       | 2,038.63-  | 0.00          | 2,038.63   | 0.00    |
| DEPARTMENT: 12242 - CHALLENGE COURSE   | 1,521.00         | 269.13     | 807.39     | 2,598.00      | 269.61     | 10.38   |
| DEPARTMENT: 12260 - DRAFTING           | 0.00             | 0.00       | 1,614.75   | 0.00          | 1,614.75-  | 0.00    |
| DEPARTMENT: 12270 - AMMONIA REFRIGERAT | 0.00             | 0.00       | 0.00       | 0.00          | 0.00       | 0.00    |
| DEPARTMENT: 21100 - GRANT MANAGMENT &  | 0.00             | 7,093.58   | 71,714.81  | 87,965.00     | 16,250.19  | 18.47   |
| DEPARTMENT: 32000 - BUSINESS & INDUSTR | 0.00             | 5,085.54   | 50,808.52  | 96,743.00     | 45,934.48  | 47.48   |
| DEPARTMENT: 41000 - LIBRARY            | 4,130.68         | 13,047.95  | 144,863.79 | 181,869.00    | 32,874.53  | 18.08   |
| DEPARTMENT: 41009 - COMPREHENSIVE LEAR | 333.64           | 6,793.07   | 60,081.85  | 82,909.00     | 22,493.51  | 27.13   |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 147.75           | 23,477.82  | 104,742.70 | 164,265.26    | 59,374.81  | 36.15   |
| DEPARTMENT: 42001 - DEAN OF ACADEMICS  | 0.00             | 7,307.76   | 115,477.22 | 129,914.00    | 14,436.78  | 11.11   |
| DEPARTMENT: 42002 - OUTREACH           | 10,705.00        | 1,407.02   | 48,549.65  | 77,682.62     | 18,427.97  | 23.72   |
| DEPARTMENT: 42003 - FACULTY SENATE     | 945.00           | 6,727.99   | 26,560.30  | 25,166.62     | 2,338.68-  | 9.28-   |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 53.50            | 5,625.59   | 43,863.01  | 123,794.00    | 79,877.49  | 64.52   |
| DEPARTMENT: 42006 - DEAN OF CONT ED CO | 0.00             | 2,940.64   | 29,621.88  | 0.00          | 29,621.88- | 0.00    |
| DEPARTMENT: 43000 - TRANSITION         | 0.00             | 3,357.22   | 33,525.32  | 40,598.00     | 7,072.68   | 17.42   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 1,124.90         | 15,284.25  | 153,686.76 | 192,064.00    | 37,252.34  | 19.40   |
| DEPARTMENT: 50001 - STUDENT SUPPORT SE | 0.00             | 0.00       | 0.00       | 28,935.00     | 28,935.00  | 100.00  |
| DEPARTMENT: 50002 - EDUCATIONAL TALENT | 0.00             | 0.00       | 0.00       | 11,907.00     | 11,907.00  | 100.00  |
| DEPARTMENT: 50010 - COUNSELING & GUIDA | 0.00             | 12,061.05  | 121,698.15 | 149,199.00    | 27,500.85  | 18.43   |
| DEPARTMENT: 50011 - ASSESSMENT/TESTING | 257.53           | 3,225.16   | 38,808.60  | 40,615.00     | 1,548.87   | 3.81    |
| DEPARTMENT: 50020 - FINANCIAL AID OFFI | 200.00           | 24,478.93  | 226,099.95 | 323,683.00    | 97,383.05  | 30.09   |

|  |            |           |            |              |            |         |
|--|------------|-----------|------------|--------------|------------|---------|
| DEPARTMENT: 50030 - ADMISSIONS         | 1,476.65   | 15,552.74 | 155,036.50 | 199,674.00   | 43,160.85  | 21.62   |
| DEPARTMENT: 50040 - REGISTRAR'S OFFICE | 0.00       | 10,866.43 | 113,181.29 | 142,423.00   | 29,241.71  | 20.53   |
| DEPARTMENT: 50050 - STUDENT HEALTH SER | 90.00      | 5,053.08  | 38,181.64  | 51,870.00    | 13,598.36  | 26.22   |
| DEPARTMENT: 55000 - DIRECTOR OF ATHLET | 1,158.76   | 17,157.41 | 394,245.71 | 474,620.14   | 79,215.67  | 16.69   |
| DEPARTMENT: 55001 - MEN'S BASKETBALL   | 0.00       | 11,768.29 | 108,182.80 | 120,807.75   | 12,624.95  | 10.45   |
| DEPARTMENT: 55002 - WOMEN'S BASKETBALL | 476.24     | 6,638.91  | 100,918.82 | 109,090.35   | 7,695.29   | 7.05    |
| DEPARTMENT: 55003 - MEN'S TRACK        | 0.00       | 2,774.06  | 32,676.47  | 43,518.72    | 10,842.25  | 24.91   |
| DEPARTMENT: 55004 - WOMEN'S TRACK      | 0.00       | 2,747.08  | 32,331.04  | 41,997.86    | 9,666.82   | 23.02   |
| DEPARTMENT: 55005 - WOMEN'S SOFTBALL   | 120.00     | 6,900.64  | 70,691.41  | 92,912.00    | 22,100.59  | 23.79   |
| DEPARTMENT: 55006 - FOOTBALL           | 20,360.00  | 17,786.01 | 269,659.89 | 361,965.80   | 71,945.91  | 19.88   |
| DEPARTMENT: 55007 - BASEBALL           | 0.00       | 11,251.55 | 105,337.91 | 106,147.00   | 809.09     | 0.76    |
| DEPARTMENT: 55008 - VOLLEYBALL         | 0.00       | 3,360.76  | 53,071.93  | 60,160.26    | 7,088.33   | 11.78   |
| DEPARTMENT: 55009 - WOMEN'S SOCCER     | 0.00       | 3,269.85  | 49,570.91  | 56,148.95    | 6,578.04   | 11.72   |
| DEPARTMENT: 55012 - CHEERLEADING       | 0.00       | 1,944.52  | 25,826.39  | 25,489.05    | 337.34-    | 1.31-   |
| DEPARTMENT: 55013 - DANCE TEAM         | 0.00       | 1,471.44  | 12,726.77  | 19,961.00    | 7,234.23   | 36.24   |
| DEPARTMENT: 55014 - RODEO TEAM         | 522.36     | 11,747.46 | 104,587.12 | 123,135.00   | 18,025.52  | 14.64   |
| DEPARTMENT: 55015 - MEN'S GOLF         | 0.00       | 2,310.33  | 37,528.65  | 40,575.12    | 3,046.47   | 7.51    |
| DEPARTMENT: 55018 - INTRAMURALS & STUD | 0.00       | 235.76    | 494.12     | 0.00         | 494.12-    | 0.00    |
| DEPARTMENT: 55019 - ATHLETIC TRAINING  | 500.00     | 8,264.24  | 109,352.30 | 126,178.00   | 16,325.70  | 12.94   |
| DEPARTMENT: 55020 - ---                | 0.00       | 0.00      | 3,000.00   | 0.00         | 3,000.00-  | 0.00    |
| DEPARTMENT: 61000 - PRESIDENT          | 1,250.00   | 29,088.28 | 275,814.86 | 411,228.00   | 134,163.14 | 32.63   |
| DEPARTMENT: 61001 - BOARD OF TRUSTEES  | 175.80     | 387.35    | 22,431.94  | 24,840.00    | 2,232.26   | 8.99    |
| DEPARTMENT: 61005 - ATTORNEY           | 0.00       | 4,212.00  | 20,481.15  | 20,250.00    | 231.15-    | 1.13-   |
| DEPARTMENT: 62000 - DEAN OF ADMIN SERV | 640.30     | 50,455.15 | 551,332.46 | 1,227,234.00 | 675,261.24 | 55.02   |
| DEPARTMENT: 62010 - HUMAN RESOURCES    | 436.50     | 10,949.92 | 111,601.07 | 136,239.00   | 24,201.43  | 17.76   |
| DEPARTMENT: 62011 - ADA COMPLIANCE     | 245.00     | 3,912.69  | 43,942.96  | 62,906.00    | 18,718.04  | 29.76   |
| DEPARTMENT: 62050 - ONE-TIME PURCHASES | 101,788.00 | 41,993.13 | 396,392.97 | 595,000.00   | 96,819.03  | 16.27   |
| DEPARTMENT: 63000 - INFORMATION SERVIC | 9,194.00   | 5,261.35  | 112,064.62 | 151,003.74   | 29,745.12  | 19.70   |
| DEPARTMENT: 64000 - INFORMATION TECHNO | 15,514.75  | 25,024.23 | 506,038.52 | 738,097.00   | 216,543.73 | 29.34   |
| DEPARTMENT: 65000 - CENTRAL SERVICES   | 4,153.89   | 14,559.48 | 139,807.01 | 139,142.00   | 4,818.90-  | 3.45-   |
| DEPARTMENT: 66000 - MARKETING          | 8,040.00   | 8,318.27  | 87,589.11  | 110,446.26   | 14,817.15  | 13.42   |
| DEPARTMENT: 70000 - PHYSICAL PLANT ADM | 0.00       | 13,682.77 | 113,518.03 | 167,946.00   | 54,427.97  | 32.41   |
| DEPARTMENT: 71000 - BUILDINGS          | 21,752.62  | 34,733.74 | 273,081.26 | 369,976.00   | 75,142.12  | 20.31   |
| DEPARTMENT: 71009 - RENTAL PROPERTY MA | 0.00       | 0.00      | 0.00       | 1,000.00     | 1,000.00   | 100.00  |
| DEPARTMENT: 72000 - CUSTODIAL SERVICES | 3,364.83   | 34,431.08 | 325,787.65 | 440,437.00   | 111,284.52 | 25.27   |
| DEPARTMENT: 73000 - GROUNDS            | 2,834.50   | 12,109.76 | 142,209.12 | 180,627.00   | 35,583.38  | 19.70   |
| DEPARTMENT: 73001 - ATHLETIC FIELDS    | 50.00      | 424.94    | 45,088.05  | 35,345.00    | 9,793.05-  | 27.70-  |
| DEPARTMENT: 74000 - VEHICLES           | 1,250.62   | 45,842.15 | 228,994.29 | 358,276.00   | 128,031.09 | 35.74   |
| DEPARTMENT: 75000 - CAMPUS SECURITY    | 0.00       | 11,137.98 | 115,631.94 | 151,040.00   | 35,408.06  | 23.44   |
| DEPARTMENT: 76000 - INSURANCE          | 0.00       | 7,393.16  | 312,457.86 | 320,954.00   | 8,496.14   | 2.65    |
| DEPARTMENT: 77000 - UTILITIES          | 0.00       | 55,006.53 | 454,992.50 | 705,300.00   | 250,307.50 | 35.49   |
| DEPARTMENT: 81000 - BOOK SCHOLARSHIPS  | 0.00       | 413.46-   | 25,992.55- | 62,000.00    | 87,992.55  | 141.92  |
| DEPARTMENT: 81001 - TUIT WAIVER SEN CT | 0.00       | 0.00      | 3,045.00   | 9,020.00     | 5,975.00   | 66.24   |
| DEPARTMENT: 81002 - TUIT WAIVER EMPL/D | 0.00       | 800.00    | 23,400.00  | 33,087.00    | 9,687.00   | 29.28   |
| DEPARTMENT: 81003 - STATE MANDATED WAI | 0.00       | 0.00      | 6,314.00   | 3,000.00     | 3,314.00-  | 110.46- |
| DEPARTMENT: 81004 - TUIT WAIVER CTZ IN | 0.00       | 700.00    | 157,390.00 | 156,575.00   | 815.00-    | 0.51-   |
| DEPARTMENT: 81006 - TUIT WAIVER FINE A | 0.00       | 0.00      | 61,200.00  | 49,938.00    | 11,262.00- | 22.54-  |
| DEPARTMENT: 94000 - STUDENT CENTER     | 2,098.50   | 2,832.09  | 42,470.84  | 44,267.00    | 302.34-    | 0.67-   |
| DEPARTMENT: 98001 - CHILD CARE         | 0.00       | 3,684.00  | 40,524.00  | 30,000.00    | 10,524.00- | 35.07-  |

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|                    |            |            |              |               |              |       |
|--------------------|------------|------------|--------------|---------------|--------------|-------|
| FUND: 11 - GENERAL | 247,869.41 | 981,467.71 | 9,959,579.93 | 14,009,762.00 | 3,802,312.66 | 27.14 |
|--------------------|------------|------------|--------------|---------------|--------------|-------|

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| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual   | Annual Budget | Available  | % Avail |
|--|------------------|------------|--------------|---------------|------------|---------|
| DEPARTMENT: 12010 - ACCOUNTING         | 0.00             | 3,687.16   | 30,458.01    | 49,652.12     | 19,194.11  | 38.66   |
| DEPARTMENT: 12011 - MID-MANAGEMENT & B | 0.00             | 8,738.04   | 60,675.01    | 82,496.00     | 21,820.99  | 26.45   |
| DEPARTMENT: 12012 - COMPUTER SCIENCE   | 0.00             | 12,743.14  | 64,988.80    | 81,821.00     | 16,832.20  | 20.57   |
| DEPARTMENT: 12200 - ADN PROGRAM        | 147.50           | 14,436.54  | 175,460.34   | 410,424.25    | 234,816.41 | 57.21   |
| DEPARTMENT: 12201 - LPN PROGRAM        | 147.50           | 15,076.47  | 163,345.93   | 209,386.00    | 45,892.57  | 21.92   |
| DEPARTMENT: 12202 - EMT                | 0.00             | 14,003.42  | 126,708.08   | 196,882.75    | 70,174.67  | 35.64   |
| DEPARTMENT: 12203 - ALLIED HEALTH      | 0.00             | 19,384.64  | 156,170.54   | 248,150.00    | 91,979.46  | 37.07   |
| DEPARTMENT: 12210 - AGRICULTURE        | 135.00           | 7,532.69   | 40,827.13    | 61,190.00     | 20,227.87  | 33.06   |
| DEPARTMENT: 12211 - ANIMAL SCIENCE     | 953.33           | 10,509.20  | 99,191.31    | 133,560.00    | 33,415.36  | 25.02   |
| DEPARTMENT: 12220 - JOHN DEERE AG TECH | 1,185.31         | 15,099.51  | 157,558.74   | 191,654.00    | 32,909.95  | 17.17   |
| DEPARTMENT: 12225 - OIL TECH PROGRAM   | 0.00             | 0.00       | 834.03       | 834.03        | 0.00       | 0.00    |
| DEPARTMENT: 12230 - AUTO MECHANICS     | 1,459.81         | 6,757.48   | 55,434.10    | 64,215.96     | 7,322.05   | 11.40   |
| DEPARTMENT: 12240 - CRIMINAL JUSTICE   | 7,961.95         | 21,918.34  | 139,243.83   | 185,844.88    | 38,639.10  | 20.79   |
| DEPARTMENT: 12241 - FIRE SCIENCE       | 746.02           | 6,518.81   | 54,732.34    | 116,018.00    | 60,539.64  | 52.18   |
| DEPARTMENT: 12250 - COSMETOLOGY        | 0.00             | 9,556.79   | 91,881.48    | 136,203.00    | 44,321.52  | 32.54   |
| DEPARTMENT: 12260 - DRAFTING           | 0.00             | 0.00       | 225.00       | 2,976.00      | 2,751.00   | 92.44   |
| DEPARTMENT: 12270 - AMMONIA REFRIGERAT | 165.27           | 22,064.08  | 258,345.62   | 369,269.00    | 110,758.11 | 29.99   |
| DEPARTMENT: 12271 - AUTOMATION ELECTRI | 0.00             | 2,260.65   | 15,809.99    | 19,165.00     | 3,355.01   | 17.51   |
| DEPARTMENT: 12272 - INDUSTRIAL MAINTEN | 604.58           | 12,961.93  | 107,410.74   | 93,318.00     | 14,697.32  | 15.74   |
| DEPARTMENT: 12273 - WELDING            | 4,146.00         | 11,422.91  | 129,421.19   | 167,569.00    | 34,001.81  | 20.29   |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 0.00             | 21,959.57  | 112,787.27   | 62,857.04     | 49,930.23  | 79.42   |
| DEPARTMENT: 62050 - ONE-TIME PURCHASES | 0.00             | 0.00       | 0.00         | 45,885.97     | 45,885.97  | 100.00  |
| =====                                  |                  |            |              |               |            |         |
| FUND: 12 - PTE FUND                    | 17,652.27        | 236,631.37 | 2,041,509.48 | 2,929,372.00  | 870,210.25 | 29.71   |

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|--|------------------|------------|------------|---------------|------------|---------|
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 9,262.05         | 9,069.34   | 62,666.12  | 167,806.72    | 95,878.55  | 57.14   |
| DEPARTMENT: 55006 - FOOTBALL           | 0.00             | 0.00       | 464.70     | 3,566.00      | 3,101.30   | 86.97   |
| DEPARTMENT: 55002 - WOMEN'S BASKETBALL | 490.00           | 9.19       | 1,700.38   | 5,645.15      | 3,454.77   | 61.20   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 3,603.00   | 4,000.00      | 397.00     | 9.93    |
| DEPARTMENT: 55012 - CHEERLEADING       | 755.92           | 1,990.00   | 10,348.19  | 12,000.00     | 895.89     | 7.47    |
| DEPARTMENT: 55008 - VOLLEYBALL         | 0.00             | 532.41     | 1,364.66   | 2,500.00      | 1,135.34   | 45.41   |
| DEPARTMENT: 55005 - WOMEN'S SOFTBALL   | 559.00           | 2,477.00   | 2,740.30   | 5,500.00      | 7,681.30   | 139.66  |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 296.25           | 3,782.79   | 20,955.32  | 35,450.00     | 14,198.43  | 40.05   |
| DEPARTMENT: 55007 - BASEBALL           | 0.00             | 1,886.40   | 24,863.14  | 29,000.00     | 4,136.86   | 14.27   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 876.00           | 1,720.68   | 1,720.68   | 5,750.00      | 3,153.32   | 54.84   |
| DEPARTMENT: 11031 - DRAMA              | 0.00             | 0.00       | 225.00     | 409.39        | 184.39     | 45.04   |
| DEPARTMENT: 55013 - DANCE TEAM         | 0.00             | 0.00       | 1,563.15   | 0.00          | 1,563.15   | 0.00    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 6,885.87   | 40,000.00     | 33,114.13  | 82.79   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 1,028.70   | 5,156.92   | 8,705.52      | 3,548.60   | 40.76   |
| DEPARTMENT: 55009 - WOMEN'S SOCCER     | 0.00             | 0.00       | 107.01     | 500.00        | 392.99     | 78.60   |
| =====                                  |                  |            |            |               |            |         |
| FUND: 14 - ADULT SUPPLEMENTARY ED      | 12,239.22        | 22,496.51  | 138,883.84 | 320,832.78    | 169,709.72 | 52.90   |

Fiscal Year: 2013

FUND: 16 - AUXILIARY ENTITIES

| GL Account                             | YTD Encumbrances | MTD Actual        | YTD Actual          | Annual Budget       | Available         | % Avail      |
|--|------------------|-------------------|---------------------|---------------------|-------------------|--------------|
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 1,949.85         | 1,116.25          | 4,286.21            | 9,000.00            | 2,763.94          | 30.71        |
| DEPARTMENT: 94000 - STUDENT CENTER     | 1,550.00         | 2,432.88          | 42,706.10           | 180,000.00          | 135,743.90        | 75.41        |
| DEPARTMENT: 95000 - STUDENT HOUSING    | 51,243.02        | 101,360.75        | 861,228.15          | 1,417,200.00        | 504,728.83        | 35.61        |
| DEPARTMENT: 95001 - DIRECTOR'S APARTME | 0.00             | 0.00              | 174.35-             | 5,000.00            | 5,174.35          | 103.49       |
| DEPARTMENT: 98000 - COSMETOLOGY        | 907.18           | 7,513.16          | 83,189.06           | 138,955.00          | 54,858.76         | 39.48        |
| DEPARTMENT: 98001 - CHILD CARE         | 0.00             | 0.00              | 39.95               | 0.00                | 39.95-            | 0.00         |
| DEPARTMENT: 97000 - BOOKSTORE          | 25,994.60        | 17,160.91         | 285,635.93          | 563,095.00          | 251,464.47        | 44.66        |
| DEPARTMENT: 91000 - ARENA              | 3,489.50         | 1,980.83          | 2,989.83            | 15,000.00           | 8,520.67          | 56.80        |
| <b>FUND: 16 - AUXILIARY ENTITIES</b>   | <b>85,134.15</b> | <b>131,564.78</b> | <b>1,279,900.88</b> | <b>2,328,250.00</b> | <b>963,214.97</b> | <b>41.37</b> |

Fiscal Year: 2013

FUND: 22 - RESTRICTED GRANTS

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available   | % Avail |
|--|------------------|------------|------------|---------------|-------------|---------|
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 0.00       | 6,760.00   | 0.00          | 6,760.00-   | 0.00    |
| DEPARTMENT: 50020 - FINANCIAL AID OFFI | 0.00             | 0.00       | 5,440.00   | 6,500.00      | 1,060.00    | 16.31   |
| DEPARTMENT: 11100 - TECHNOLOGY--INSTRU | 0.00             | 0.00       | 5,580.00   | 16,824.00     | 11,244.00   | 66.83   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 260.00           | 7,257.51   | 45,075.01  | 5,694.00      | 39,641.01-  | 696.18- |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 0.00       | 4,945.00   | 10,000.00     | 5,055.00    | 50.55   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 5,887.33   | 0.00          | 5,887.33-   | 0.00    |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00             | 0.00       | 0.00       | 0.00          | 0.00        | 0.00    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 26,979.77  | 0.00          | 26,979.77-  | 0.00    |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 0.00       | 2,859.11   | 2,978.11      | 119.00      | 4.00    |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00             | 0.00       | 3,258.27   | 3,258.27      | 0.00        | 0.00    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 34,630.17  | 39,054.47     | 4,424.30    | 11.33   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 719.95           | 4,159.64   | 213,952.71 | 230,772.67    | 16,100.01   | 6.98    |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00             | 0.00       | 41,758.71  | 41,758.71     | 0.00        | 0.00    |
| DEPARTMENT: 71000 - BUILDINGS          | 0.00             | 0.00       | 290,000.00 | 290,000.00    | 0.00        | 0.00    |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00             | 0.00       | 1,661.86   | 0.00          | 1,661.86-   | 0.00    |
| DEPARTMENT: 12211 - ANIMAL SCIENCE     | 10,594.99        | 70,173.50  | 725,646.70 | 1,097,508.46  | 361,266.77  | 32.92   |
| DEPARTMENT: 71000 - BUILDINGS          | 218,011.20       | 102,761.00 | 322,429.15 | 379,923.75    | 160,516.60- | 42.24-  |
| DEPARTMENT: 14010 - AO-K               | 0.00             | 0.00       | 4,042.05   | 10,000.00     | 5,957.95    | 59.58   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 0.00       | 0.00          | 0.00        | 0.00    |
| DEPARTMENT: 11040 - SCIENCE            | 0.00             | 0.00       | 9,903.92   | 12,975.40     | 3,071.48    | 23.67   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 0.00       | 0.00          | 0.00        | 0.00    |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 0.00             | 0.00       | 495.00-    | 0.00          | 495.00      | 0.00    |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 3,053.89         | 3,938.32   | 30,148.33  | 43,245.32     | 10,043.10   | 23.22   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 0.00       | 0.00          | 0.00        | 0.00    |
| DEPARTMENT: 14010 - AO-K               | 0.00             | 634.26     | 36,169.34  | 77,240.77     | 41,071.43   | 53.17   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 21,871.56  | 72,000.00     | 50,128.44   | 69.62   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 0.00       | 28,935.00-    | 28,935.00-  | 100.00  |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 851.66           | 16,689.03  | 145,830.72 | 304,217.00    | 157,534.62  | 51.78   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 0.00       | 11,907.00-    | 11,907.00-  | 100.00  |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 90.45            | 15,447.32  | 122,580.06 | 250,041.00    | 127,370.49  | 50.94   |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00             | 2,511.76   | 22,722.23  | 0.00          | 22,722.23-  | 0.00    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 3,058.07   | 55,374.00  | 55,374.00     | 0.00        | 0.00    |
| DEPARTMENT: 14010 - AO-K               | 0.00             | 0.00       | 0.00       | 5,555.56      | 5,555.56    | 100.00  |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 343.43           | 13,395.79  | 166,665.59 | 211,583.00    | 44,573.98   | 21.07   |
| DEPARTMENT: 11040 - SCIENCE            | 0.00             | 2,488.41   | 24,638.55  | 37,315.00     | 12,676.45   | 33.97   |

|  |        |           |            |            |           |        |
|--|--------|-----------|------------|------------|-----------|--------|
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 962.11 | 879.96    | 15,247.00  | 51,150.00  | 34,940.89 | 68.31  |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 774.53 | 13,397.94 | 100,675.14 | 117,927.00 | 16,477.33 | 13.97  |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 300.00 | 13,209.24 | 126,400.65 | 176,330.00 | 49,629.35 | 28.15  |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00   | 7,630.87  | 66,264.61  | 105,393.00 | 39,128.39 | 37.13  |
| DEPARTMENT: 14010 - AO-K               | 0.00   | 0.00      | 0.00       | 19,388.89  | 19,388.89 | 100.00 |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00   | 0.00      | 7,264.21   | 10,000.00  | 2,735.79  | 27.36  |
| DEPARTMENT: 14010 - AO-K               | 0.00   | 3,043.82  | 22,606.01  | 55,555.56  | 32,949.55 | 59.31  |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00   | 0.00      | 6,116.73   | 0.00       | 6,116.73- | 0.00   |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00   | 0.00      | 0.00       | 0.00       | 0.00      | 0.00   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00   | 0.00      | 8,680.80   | 0.00       | 8,680.80- | 0.00   |

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|                              |            |            |              |              |            |       |
|------------------------------|------------|------------|--------------|--------------|------------|-------|
| FUND: 22 - RESTRICTED GRANTS | 235,962.21 | 280,676.44 | 2,729,570.29 | 3,698,721.94 | 733,189.44 | 19.82 |
|------------------------------|------------|------------|--------------|--------------|------------|-------|

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| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available | % Avail |
|--|------------------|------------|------------|---------------|-----------|---------|
| FUND: 23 - OTHER RESTRICTED FUNDS      |                  |            |            |               |           |         |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 165.75           | 135.00     | 3,487.45   | 7,970.00      | 4,316.80  | 54.16   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 440.39           | 0.00       | 36.00      | 0.00          | 476.39-   | 0.00    |
| DEPARTMENT: 55000 - DIRECTOR OF ATHLET | 0.00             | 0.00       | 24.94      | 0.00          | 24.94-    | 0.00    |
| DEPARTMENT: 63000 - INFORMATION SERVIC | 0.00             | 0.00       | 995.00     | 1,000.00      | 5.00      | 0.50    |
| DEPARTMENT: 55000 - DIRECTOR OF ATHLET | 0.00             | 0.00       | 8,554.69   | 8,599.78      | 45.09     | 0.52    |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 201.55           | 0.00       | 0.00       | 0.00          | 201.55-   | 0.00    |
| FUND: 23 - OTHER RESTRICTED FUNDS      | 807.69           | 135.00     | 13,098.08  | 17,569.78     | 3,664.01  | 20.85   |

Fiscal Year: 2013

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|--|------------------|------------|------------|---------------|------------|---------|
| FUND: 24 - ADULT EDUCATION             |                  |            |            |               |            |         |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 76.37      | 764.60     | 950.00        | 185.40     | 19.52   |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 0.00             | 118.66-    | 2,897.12   | 4,500.00      | 1,602.88   | 35.62   |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 1,385.62   | 8,019.07   | 20,429.58     | 12,410.51  | 60.75   |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 0.00             | 0.00       | 461.96-    | 0.00          | 461.96     | 0.00    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 10,303.29  | 176,089.61 | 299,570.32    | 123,480.71 | 41.22   |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 0.00             | 1,326.37   | 4,959.16   | 6,000.00      | 1,040.84   | 17.35   |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 3,243.93   | 31,889.64  | 47,282.72     | 15,393.08  | 32.56   |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 0.00             | 0.00       | 1,466.46   | 2,488.56      | 1,022.10   | 41.07   |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 14,320.19  | 111,636.55 | 196,950.00    | 85,313.45  | 43.32   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 0.00       | 32,500.00-    | 32,500.00- | 100.00  |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 20,946.29  | 156,507.29 | 232,500.00    | 75,992.71  | 32.69   |
| FUND: 24 - ADULT EDUCATION             | 0.00             | 51,483.40  | 493,767.54 | 778,171.18    | 284,403.64 | 36.55   |

Fiscal Year: 2013

| GL Account                    | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|-------------------------------|------------------|------------|------------|---------------|------------|---------|
| FUND: 61 - CAPITAL OUTLAY     |                  |            |            |               |            |         |
| DEPARTMENT: 71000 - BUILDINGS | 0.00             | 10,400.00  | 138,945.74 | 489,104.00    | 350,158.26 | 71.59   |
| FUND: 61 - CAPITAL OUTLAY     | 0.00             | 10,400.00  | 138,945.74 | 489,104.00    | 350,158.26 | 71.59   |

Fiscal Year: 2013

FUND: 71 - ACTIVITY/ORGANIZATION FD

| GL Account                                 | YTD Encumbrances | MTD Actual       | YTD Actual        | Annual Budget     | Available         | % Avail      |
|--|------------------|------------------|-------------------|-------------------|-------------------|--------------|
| DEPARTMENT: 50000 - DEAN OF STUDENT SE     | 34,723.37        | 30,650.89        | 208,352.16        | 325,010.01        | 81,934.48         | 25.21        |
| DEPARTMENT: 94000 - STUDENT CENTER         | 0.00             | 1,473.81         | 17,411.27         | 0.00              | 17,411.27-        | 0.00         |
| DEPARTMENT: 99001 - STUDENT NEWSPAPER      | 2,761.54         | 4,690.93         | 15,701.49         | 41,000.00         | 22,536.97         | 54.97        |
| DEPARTMENT: 99002 - STUDENT MAGAZINE       | 120.00           | 2,932.54         | 6,742.64          | 30,000.00         | 23,137.36         | 77.12        |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE     | 0.00             | 6,294.39         | 14,028.27         | 19,498.61         | 5,470.34          | 28.06        |
| DEPARTMENT: 00000 - GENERAL                | 1,904.66         | 0.00             | 0.00              | 1,904.66          | 0.00              | 0.00         |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE     | 0.00             | 0.00             | 683.27            | 1,550.00          | 866.73            | 55.92        |
| <b>FUND: 71 - ACTIVITY/ORGANIZATION FD</b> | <b>39,509.57</b> | <b>46,042.56</b> | <b>262,919.10</b> | <b>418,963.28</b> | <b>116,534.61</b> | <b>27.81</b> |

Fiscal Year: 2013

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

| GL Account                                    | YTD Encumbrances | MTD Actual    | YTD Actual        | Annual Budget | Available          | % Avail     |
|---|------------------|---------------|-------------------|---------------|--------------------|-------------|
| DEPARTMENT: 55001 - MEN'S BASKETBALL          | 0.00             | 0.00          | 20,800.00         | 0.00          | 20,800.00-         | 0.00        |
| DEPARTMENT: 55002 - WOMEN'S BASKETBALL        | 0.00             | 0.00          | 9,150.00          | 0.00          | 9,150.00-          | 0.00        |
| DEPARTMENT: 55003 - MEN'S TRACK               | 0.00             | 150.00-       | 7,300.00          | 0.00          | 7,300.00-          | 0.00        |
| DEPARTMENT: 55004 - WOMEN'S TRACK             | 0.00             | 0.00          | 8,800.00          | 0.00          | 8,800.00-          | 0.00        |
| DEPARTMENT: 55005 - WOMEN'S SOFTBALL          | 0.00             | 0.00          | 6,100.00          | 0.00          | 6,100.00-          | 0.00        |
| DEPARTMENT: 55006 - FOOTBALL                  | 0.00             | 150.00-       | 75,700.00         | 0.00          | 75,700.00-         | 0.00        |
| DEPARTMENT: 55007 - BASEBALL                  | 0.00             | 0.00          | 13,900.00         | 0.00          | 13,900.00-         | 0.00        |
| DEPARTMENT: 55008 - VOLLEYBALL                | 0.00             | 0.00          | 1,100.00          | 0.00          | 1,100.00-          | 0.00        |
| DEPARTMENT: 55009 - WOMEN'S SOCCER            | 0.00             | 50.00-        | 18,850.00         | 0.00          | 18,850.00-         | 0.00        |
| DEPARTMENT: 55012 - CHEERLEADING              | 0.00             | 0.00          | 8,500.00          | 0.00          | 8,500.00-          | 0.00        |
| DEPARTMENT: 55013 - DANCE TEAM                | 0.00             | 0.00          | 2,050.00          | 0.00          | 2,050.00-          | 0.00        |
| DEPARTMENT: 55014 - RODEO TEAM                | 0.00             | 0.00          | 16,500.00         | 0.00          | 16,500.00-         | 0.00        |
| DEPARTMENT: 55019 - ATHLETIC TRAINING         | 0.00             | 0.00          | 23,750.00         | 0.00          | 23,750.00-         | 0.00        |
| DEPARTMENT: 55020 - ---                       | 0.00             | 0.00          | 6,100.00          | 0.00          | 6,100.00-          | 0.00        |
| DEPARTMENT: 11025 - JOURNALISM                | 0.00             | 0.00          | 9,950.00          | 0.00          | 9,950.00-          | 0.00        |
| DEPARTMENT: 11030 - ART                       | 0.00             | 0.00          | 15,150.00         | 0.00          | 15,150.00-         | 0.00        |
| DEPARTMENT: 11031 - DRAMA                     | 0.00             | 0.00          | 5,800.00          | 0.00          | 5,800.00-          | 0.00        |
| DEPARTMENT: 11032 - VOCAL MUSIC               | 0.00             | 0.00          | 19,375.00         | 0.00          | 19,375.00-         | 0.00        |
| DEPARTMENT: 11033 - INST MUSIC                | 0.00             | 0.00          | 11,300.00         | 0.00          | 11,300.00-         | 0.00        |
| DEPARTMENT: 12211 - ANIMAL SCIENCE            | 0.00             | 0.00          | 10,850.00         | 0.00          | 10,850.00-         | 0.00        |
| DEPARTMENT: 81005 - TUIT WAIVER FCHS          | 0.00             | 300.00        | 18,755.00         | 0.00          | 18,755.00-         | 0.00        |
| <b>FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS</b> | <b>0.00</b>      | <b>50.00-</b> | <b>309,780.00</b> | <b>0.00</b>   | <b>309,780.00-</b> | <b>0.00</b> |

Fiscal Year: 2013

FUND: 73 - EDUKAN CONSORTIUM FUND

| GL Account                               | YTD Encumbrances | MTD Actual       | YTD Actual        | Annual Budget     | Available        | % Avail      |
|--|------------------|------------------|-------------------|-------------------|------------------|--------------|
| DEPARTMENT: 42000 - DEAN OF LEARNING S   | 0.00             | 78,365.44        | 442,420.49        | 505,000.00        | 62,579.51        | 12.39        |
| <b>FUND: 73 - EDUKAN CONSORTIUM FUND</b> | <b>0.00</b>      | <b>78,365.44</b> | <b>442,420.49</b> | <b>505,000.00</b> | <b>62,579.51</b> | <b>12.39</b> |



Garden City Community College  
4/30/2013

|                                   | <u>Amount</u>          | <u>% Rate</u> |
|-----------------------------------|------------------------|---------------|
| Cash in Bank:                     |                        |               |
| Commerce Bank                     | \$ 327,167.58          | 0.0000%       |
| State Municipal Invest. Pool      | \$ 1,686.94            | 0.0270%       |
| FNB of Garden City - Money Market | \$ 12,356.03           | 0.0500%       |
| Commerce Bank - Money Market      | \$ 162,256.23          | 0.0800%       |
| Landmark National Bank            | \$ 579,480.64          | 0.1400%       |
|                                   | <u>\$ 1,082,947.42</u> |               |

|                                    | <u>Type</u> | <u>Amount</u>                  | <u>% Rate</u> | <u>Beg. Date</u> | <u>Maturity</u> |
|------------------------------------|-------------|--------------------------------|---------------|------------------|-----------------|
| Investments:                       |             |                                |               |                  |                 |
| Commerce Bank                      | CD          | \$ 1,000,000.00                | 0.3700%       | 8/29/2012        | 5/29/2013       |
| First National Bank of Garden City | CD          | \$ 1,000,186.32                | 0.4000%       | 6/14/2012        | 6/13/2013       |
| First National Bank of Garden City | ICS         | \$ 1,500,000.00                | 0.3800%       | 1/30/2013        | 7/30/2013       |
| Commerce Bank                      | CD          | \$ 1,000,000.00                | 0.4300%       | 8/29/2012        | 8/29/2013       |
| First National Bank of Garden City | CD          | \$ 2,000,000.00                | 0.4300%       | 1/30/2013        | 10/30/2013      |
| First National Bank of Holcomb     | CD          | \$ 1,000,000.00                | 0.5900%       | 12/13/2012       | 12/13/2013      |
| First National Bank of Garden City | CD          | \$ 1,000,000.00                | 0.4000%       | 3/5/2013         | 3/5/2014        |
| First National Bank of Garden City | CD          | \$ 1,000,000.00                | 0.2500%       | 3/27/2013        | 3/27/2014       |
|                                    |             | <u>\$ 9,500,186.32</u>         |               |                  |                 |
| Total                              |             | <u><u>\$ 10,583,133.74</u></u> |               |                  |                 |

ICS is an Insured cash sweep account. It works similar to a money market account.

**Agenda No:** II-D-1

**Date:** May 21, 2013

**Topic:** Fire Alarm Installation – Pauline Joyce Fine Arts Building

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

Purchase of fire alarm equipment for the Pauline Joyce Fine Arts Building was approved by the Board at the October 2012 regular board meeting. The equipment was previously purchased and the fire alarm system is scheduled to be installed during the summer break.

An advertisement requesting bids was placed in The Garden City Telegram and specifications were sent to known vendors which have provided service to the college. Two companies provided price quotes.

Caro’s Electric, LLC provided the best bid and is the recommended vendor. Caro’s Electric, LLC recently installed the fire alarm systems in the Saffell Library and the Dennis Perryman Athletic Center.

**Budget Information:**

\$31,595.00 from General Fund.

**Recommended Board Action:**

Approve Caro’s Electric, LLC for \$31,595.00 to install fire alarm equipment.

**Board Action Taken:**                   **Approved**                   **Disapproved**  
       **Ayes**                   **Nays**                   **No Action**

**Board Member Notes:**

Garden City Community College  
801 Campus Drive  
Garden City, Kansas 67846

Fire Alarm Installation – Pauline Joyce Fine Arts Auditorium  
May 14, 2013

| VENDOR   | BASE BID AMOUNT |
|--|-----------------|
| Caro's Electric LLC<br>1804 Buffalo Jones Ave<br>Garden City, KS 67846 | \$31,595.00     |
| 3G Electric Inc.<br>905 W. Mary<br>Garden City, KS 67846               | \$31,760.00     |
|  |                 |
|  |                 |
|  |                 |

**Agenda No:** II-D-2

**Date:** May 21, 2013

**Topic:** Purchase of Datatel servers

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

The IT Department established a rotation plan to replace technology on campus. At this time, four servers which house the Datatel administrative database applications are to be replaced and the expenses has been budgeted. This year to date the college has invested \$542,207.58 toward hardware and software. This is an annual expense that is a challenge but very necessary. Student technology fee revenues for 2012-13 of \$349,611.49 are allocated toward these expenditures.

As per college policy and procedure, an advertisement requesting bids was placed in The Garden City Telegram and specifications were sent to various vendors. Four companies provided price quotes. No local businesses submitted quotes. CDW-Government provided the best bid and is the recommended vendor. The college has previous experience with CDW-G who has proven to provide reliable delivery and service.

**Budget Information:**

\$44,468.00 from General Fund

**Recommended Board Action:**

Board authorizes administration to purchase 4 servers from CDW-Government at a total cost of \$44,468.00.

**Board Action Taken:**       **Approved**       **Disapproved**  
 **Ayes**       **Nays**       **No Action**

**Board Member Notes:**

Garden City Community College  
801 Campus Drive  
Garden City, Kansas 67846

Four Computer Servers  
May 10, 2013

| VENDOR   | BASE BID AMOUNT |
|--|-----------------|
| CDW-G<br>230 N. Milwaukee Ave<br>Vernon Hills, IL 60061                              | \$44,468.00     |
| Genisys Corporation<br>15411 Northeast 95 <sup>th</sup> Street<br>Redmond, WA 98052  | \$44,557.00     |
| Midwest Technology Connection<br>410 W. 5 <sup>th</sup> St.<br>Kansas City, MO 64105 | \$48,366.72     |
| Zones, Inc.<br>1102 15 <sup>th</sup> St., SW Suite 102<br>Auburn, WA 98001           | \$47,965.98     |
|  |                 |

**Agenda No:** III-A

**Date:** May 21, 2013

**Topic:** Holcomb Plaza Project - Incremental Tax Revenues Contract

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

A commercial development known as the Holcomb Plaza Project has been approved by the City of Holcomb as a Community Improvement District. The college is being asked to contribute the amount of the increase in the ad valorem tax revenues derived from project, via mill levy. Once the agreement is approved by all public entities it will go into effect and conclude July 1, 2036.

In Kansas, most if not all, 105 counties participate in tax abatements to promote economic development activities. In the spirit of support and promotion of area business and industry growth, it is the position of the administration to continue its support and act on the recommendation of the Finney County Economic Development Corporation to abate tax revenues for the Holcomb Plaza Project.

**Budget Information:**

Not determined or available

**Recommended Board Action:**

Approval of the Incremental Tax Revenues Contract as presented

**Board Action Taken:**            \_\_\_ **Approved**            \_\_\_ **Disapproved**  
   \_\_\_ **Ayes**            \_\_\_ **Nays**            \_\_\_ **No Action**

**Board Member Notes:**

**CONTRACT AMONG THE CITY OF HOLCOMB, KANSAS, FINNEY COUNTY, KANSAS AND  
GARDEN CITY COMMUNITY COLLEGE RELATING TO APPLICATION OF CERTAIN  
INCREMENTAL TAX REVENUES  
(Holcomb Plaza Project)**

**THIS CONTRACT** is entered into by and between the City of Holcomb, Kansas (the "City"), the Board of County Commissioners of Finney County, Kansas (the "County") and Garden City Community College (the "College"), to be effective upon the date of its approval by all parties, and is as follows:

**WHEREAS**, the City, the County and the College have determined that it is in the best interests of their residents and citizens to provide for economic development through the undertaking and constructing of a commercial development in the City, which may include commercial retail facilities, a hotel, a restaurant, a truck stop or wash, other commercial uses consistent with the City's general commercial zoning, mini-storage (subject to a conditional use permit) and light industrial uses (subject to zoning approval) (the "Holcomb Plaza Project"), to be located on the real property described on the attached Exhibit A (the "Real Property"); and

**WHEREAS**, the City has committed to facilitate the Holcomb Plaza Project through its undertaking of the establishment of a community improvement district on the Real Property (the "Holcomb Plaza Community Improvement District"), the imposition and establishment in the Holcomb Plaza Community Improvement District of a 1% sales tax, to commence July 1, 2014 and terminate 22 years after such commencement (the "CID Sales Tax") and the financing of the costs of a portion of the Holcomb Plaza Project through "pay-as-you-go financing," as defined in K.S.A. 12-6a26 *et seq.* (the "CID Pay-as-you-go financing"), and paid from the fund of the City identified in K.S.A. 12-6a34, or from special obligation bond financing, as authorized by K.S.A. 12-6a26 *et seq.* (the "CID Special Obligation Bonds"), or from a combination of CID Pay-as-you-go financing and CID Special Obligation Bonds; and

**WHEREAS**, the City has proposed that the County and College participate in this undertaking by agreement to provide a portion of the funds necessary for the CID Pay-as-you-go financing or debt service on CID Special Obligation Bonds, or both, in connection with the Holcomb Plaza Project; and

**WHEREAS**, the parties now desire to set forth in detail these agreements and to contractually commit themselves, each to the other, to those agreements;

**NOW, THEREFORE**, in consideration of the mutual promises, agreements and commitments hereinafter set forth, and subject to the various contingencies hereinafter set forth, it is agreed by and between the parties as follows:

1. **Authority.** Each of the City, County and College, prior to execution of this Contract, have enacted resolutions approving the form of this Contract and authorizing the execution and delivery of this Contract by the Mayor of the City, the Chair of the Board of County Commissioners and the Chair of the Board of Trustees of the College.

2. **Design and Construction of Projects.** The City shall have the responsibility and authority for the design and construction of public sewer infrastructure to serve the Holcomb Plaza Project. The private developers of the Holcomb Plaza Project shall have the responsibility for (a) the design and construction of other public and private infrastructure to serve the Holcomb Plaza Project, and the commercial portions of the Holcomb Plaza Project (jointly, the "Private Portions of the Project"), and (b) payment of the costs of the Private Portions of the Project and the financing of such costs, including debt service on any such financing (the "Financed Costs"), all subject to the City's platting and zoning authority, regulatory authority through its subdivision regulations, building codes and related ordinance provisions, and the provisions of any development agreement between the City and \_\_\_\_\_ (the "Development Agreement"), the latter being the developers of the private and commercial portions of the Holcomb Plaza Project.

**3. Payment of CID Pay-as-you-go Financing and Debt Service on CID Special Obligation Bonds.**

(a) The City will assume the primary legal obligation for the payment of CID Pay-as-you-go financing, or debt service on the CID Special Obligation Bonds, or both, which will be used to pay or reimburse the Financed Costs. In this regard, throughout the term of this Agreement, the City shall apply the following to the CID Pay-as-you-go financing, or debt service on the CID Special Obligation Bonds, or both.

(i) The proceeds of the CID Sales Tax, which have been deposited in the fund of the City identified in K.S.A. 12-6a34 (the "CID Sales Tax Revenue"); and

(ii) The amount of the increase, measured from the date of establishment of the Holcomb Plaza Community Improvement District, in the ad valorem tax revenues derived from the City's annual mill levy, as realized by the City from the property in the Holcomb Plaza Community Improvement District, and resulting from the development of the Holcomb Plaza Project; and

(iii) The revenue derived from collection of the City-wide 0.5% sales tax on retail transactions within the Holcomb Plaza Community Improvement District, but only if, for a given period of time, the CID Sales Tax Revenue and property tax incremental revenues described in Sections 3(a)(ii), (b) and (c) (the "Property Tax Incremental Revenues") for such period of time are collectively insufficient to pay Financed Costs for such period of time.

(b) The County agrees to contribute to the City, and the City agrees to apply to the payment of CID Pay-as-you-go financing, or debt service on the CID Special Obligation Bonds, or both, the amount of the increase, measured from the date of establishment of the Holcomb Plaza Community Improvement District, in the ad valorem tax revenues derived from the County's annual mill levy, as realized by the County from the property in the Holcomb Plaza Community Improvement District, and resulting from the development of the Holcomb Plaza Project.

(c) The College agrees to contribute to the City, and the City agrees to apply to the payment of CID Pay-as-you-go financing, or debt service on the CID Special Obligation Bonds, or both, the amount of the increase, measured from the date of establishment of the Holcomb Plaza Community Improvement District, in the ad valorem tax revenues derived from the College's annual mill levy, as realized by the College from the property in the Holcomb Plaza Community Improvement District, and resulting from the development of the Holcomb Plaza Project.

(d) Notwithstanding any of the foregoing, the pledge and agreement of Property Tax Incremental Revenues by the parties hereto shall not include any such revenues to the extent all or any part of such revenues are generated from a tax levy for any new general obligation debt hereafter incurred, which said new debt does not replace or supplant any existing debt.

(e) The parties hereto acknowledge that the obligations under this Contract are subject to K.S.A. 10-1101 *et seq.* and, as such, each party is obligated hereunder only to the extent that it has funds actually on hand in its treasury at the time for such purpose, and has budgeted and appropriated such funds for such purpose.

**4. Excess Revenues.** If the CID Sales Tax Revenue and Property Tax Incremental Revenues, as pledged and committed above, are collectively in excess of the Financed Costs to be paid for a given period of time, such excess may be used, at the City's discretion, to prepay Financed Costs, including early retirement of CID Special Obligation Bonds or other debt, as applicable.

**5. Term of Contract.** This Contract shall be for a term beginning as of the effective date of this Contract, and ending on July 1, 2036, the date of termination of the CID Sales Tax.



IN WITNESS WHEREOF, the above and foregoing Contract is hereby executed by the parties hereto on the day and year first above appearing.



*Robyn Peña*  
\_\_\_\_\_  
City Clerk

**CITY OF HOLCOMB, KANSAS**

*[Handwritten Signature]*  
\_\_\_\_\_  
Mayor

**FINNEY COUNTY, KANSAS**

(Seal)

ATTEST:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairperson

**GARDEN CITY COMMUNITY COLLEGE**

(Seal)

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairperson

# MAY 2013 MONITORING REPORT

## ANNUAL REPORT

|   |                                |
|---|--------------------------------|
| <b>EXECUTIVE LIMITATIONS</b><br><b>Treatment of People #Preamble</b><br><b>With respect to treatment of students, staff, volunteers, and the community, dealings shall not be inhumane, unfair, or undignified.</b> | <b>ANNUAL</b><br><b>Page 8</b> |
|---|--------------------------------|

**CEO's Interpretation:** The President shall to the best of his ability ensure that students, employees and stakeholders are treated in a humane, fair and dignified way.

**Data directly addressing CEO's interpretation:** Suggestions and concerns are given respectful consideration and acknowledged. Fair treatment of others and professional behavior is expected of all GCCC employees. Employee concerns about fair treatment may be addressed to the office of Human Resources pursuant to the policies and procedures outlined by the college. Student, staff, volunteer and community concerns regarding inhumane, unfair, or undignified treatment are handled by the appropriate administrative office under the respective vice president.

|  |                                |
|--|--------------------------------|
| <b>EXECUTIVE LIMITATIONS</b><br><b>Treatment of People #2</b><br><b>The President shall not discriminate against anyone for expressing an ethical dissent.</b> | <b>ANNUAL</b><br><b>Page 8</b> |
|--|--------------------------------|

**CEO's Interpretation:** This is established through college climate and culture. The office of the president must abide by the non-discriminatory policies, regulations and civil responsibilities. The college policy and procedures provide avenues of reporting perceived negative actions by the office of the president.

**Data directly addressing CEO's interpretation:**  
The office of human resources registers all complaints regarding the president. In the event a concern is received by human resources it will be confidentially submitted to the Executive Vice-President for communication to the Board. No reportable concerns were submitted.

|  |                                |
|--|--------------------------------|
| <b>EXECUTIVE LIMITATIONS</b><br><b>Treatment of People #3</b><br><b>The president shall not withhold a due process procedure from faculty.</b> | <b>ANNUAL</b><br><b>Page 8</b> |
|--|--------------------------------|

**CEO's Interpretation:** Due process shall be established for the faculty by the negotiated agreement and the president will ensure that personnel adhere to the procedure.

**Data directly addressing CEO's interpretation:** The President has designated the Human Resources office to work with the appropriate vice president and the faculty member to ensure that due process and procedures are followed.

|   |                                |
|---|--------------------------------|
| <b>EXECUTIVE LIMITATIONS</b><br><b>Treatment of People #4</b><br><b>The president shall not withhold an appeal process from staff and students.</b> | <b>ANNUAL</b><br><b>Page 8</b> |
|---|--------------------------------|

**CEO's Interpretation:** The President shall ensure that the appeal process is available to staff and students. Institutional complaints are processed via their respective departments and

vice-president, culminating to the president's office is necessary. Depending on the nature of the individual's appeal all staff have access to the Human Resources Department. All students have access to the Vice President of Student Services as outlined in the student handbook.

**Data directly addressing CEO's interpretation:** There was no reported staff or student appeals for the 2012-13 academic years outside of academic or disciplinary actions rendered.

|   |               |
|---|---------------|
| <b>EXECUTIVE LIMITATIONS</b>  | <b>ANNUAL</b> |
| <b>Treatment of People #5</b>   | <b>Page 8</b> |
| <b>The President shall not prevent faculty from grieving to the Board when internal grievance procedures have been exhausted.</b> |               |

**CEO's Interpretation:** Under the faculty negotiated agreement, procedures and processes to submit a grievance are defined and this president abides by the written process.

**Data directly addressing CEO's interpretation:** There was one formal grievance filed for the 2012-2013 academic year. The college's process was adhered to and the faculty member discontinued the grievance.

## **Incidental Information** **May 2013**

### **Cathy McKinley, Executive Director of Marketing & Public Relations**

Jose Alcantar, a Garden City High School senior and participant in the Garden City Community College Educational Talent Search (ETS) program, has been named a 2013 Gates Millennium Scholar, earning him a full-ride scholarship to the college or university of his choice. Alcantar is the fifth consecutive ETS and GCHS student to earn the prestigious award during the last five years.

The GCCC Drama Department presented the classic Shakespearean romantic comedy “Twelfth Night” April 25-28 and again in encore performances May 3-4. For work on the staging of “Twelfth Night,” the following GCCC students were nominated in the listed categories for the Kennedy Center American College Theatre Festival: Justin Godwin and Tori Fairbank – Irene Ryan Nominees for the 2014 Region Festival; Alex Wilken and Noah McCallum – Design Expo Nominees for Set Design; and Linzie Schneider, Tori Fairbank, and Justin Godwin – Design Expo Nominees for Costume Design.

GCCC reading instructor Michelle Branton has been selected to attend one of the National Endowment of the Humanities’ (NEH) Division of Education Programs this summer. Branton was selected to attend the “Don’t Deny My Voice: Reading and Teaching African-American Poetry” summer institute at the University of Kansas. The three-week institute is scheduled for July 14 to Aug. 3. Twenty-five college and university faculty will investigate African-American poetry from early 20<sup>th</sup> Century to the present.

Brett Cady of Garden City and Morgan Walz of Rexford have been selected to receive the Ambassador Award, Garden City Community College’s most prestigious scholarship, for the upcoming 2013-2014 academic year. The incoming freshmen join returning ambassadors Virgenie Kyaw of Garden City and Jaden Bolmer of Lakin.

Garden City Community College conducted its 93rd commencement ceremony at 7 p.m. May 17 in the main gymnasium of the Dennis Perryman Athletic Complex, honoring the accomplishments of approximately 340 associate degree and certificate candidates. The ceremony included a commencement address by Bill Snyder, Kansas State University head football coach, and recognition of distinguished guest Dr. Nathan A. Strandmark, family physician at Plaza Medical Center, and GCCC student from 1995-1997.

Enrollment is now available in the Garden City Community College Business and Community Education department’s **Commercial Driver’s License** training program. The CDL training program provides thorough driver training and job placement assistance for the trucking industry. Every student receives extensive truck driving instruction and maximum truck driving time behind the wheel. GCCC, in partnership with Excel Driver Services, offers classes to prepare students for the state written test needed to obtain a Class A permit.

Hieu Minh Doan, a 2004 graduate of Garden City Community College, has been selected as the “2012 Mo-Kan-Ne TRiO Achiever” by that organization which includes TRiO grant programs in Missouri, Kansas and Nebraska. She was at GCCC from 2002-2004. She also was the Rita G. Perez TRiO Achiever from the GCCC SSS Program in 2010-2011. Prior to being in Student Support Services, Doan was a participant in the Garden City Community College Upward Bound Program from 1998-2002. Doan is the first student from the GCCC Student Support Services program to become a medical doctor. Alumnus Cristy Figueroa recently was selected to attend the Fifth Annual United Health Foundation Diverse Scholars Forum in Washington, D.C., July 24-26. The Diverse Scholars Forum brings together United Health Foundation top scholarship recipients from across the U.S. to meet with health care experts, policymakers and other thought leaders to discuss the nation’s health care issues. Figueroa also

has been the recipient of the Congressional Caucus Louis Stokes Health Scholarship for the last two years. Only 10 people in the nation receive this scholarship. Figueroa attended GCCC from 2011-2012. She is a former Silhouette editor.

### **Ryan Ruda, Vice President of Student Services**

#### **Admissions**

Admissions has successfully completed four of their early enrollment days for fall 2013. Starting in the fall 2013, when the admissions team hits the road for recruiting, they will be travelling with electronic badge readers. These electronic devices will enable the admissions recruiters to scan the student's badge where information will populate into their device. At the end of the day, the device can be uploaded to their computers and sent back to GCCC for faster and more effective recruiting means.

#### **Records**

The GCHS enrollment day which consisted of approximately 35 students was the first large scale attempt for advisors to all use the web registration system. Considerable amount of work and customization has been done by Records and IT staff to get this system functional. Plans are to expand the use of web registration as well as the training for advisors to more fully integrate this into the enrollment process.

Counseling/Advising staff, Student Support Services and Student Government assisted with hosting the first community wide Walk to the Darkness fundraiser for Suicide Prevention. Several community members approached the college about assisting them with hosting this on campus. Student Government did extremely well with coordinating the event, especially with the work of Micah Kasriel and the SGA officers. This event had approximately 25-30 walkers this year and is something which plans to continue and grow with assistance from GCCC.

Signage has been added to the student services offices on the main floor of SCSC. This will assist students and patrons to the college with easier access to finding the various departments and offices at GCCC.

Residential Life through the coordination of Kate Covington and Christine Dillingham along with the RA's and various staff and faculty dressed in their best Hawaiian gear and served the Residential Life students a steak and shrimp dinner the first week in May. This is a great event and the one that students and the campus look forward to each year.

The Assessment Center has successfully transitioned to online GED testing. GCCC is the only approved site in SW Kansas for the online GED testing which is what the state will be solely moving towards. Through the work of Rafaela Arana, GCCC has completed the installation and preliminary testing in order to prepare for the first dates of students this summer.

### **Dr. Bruce Exstrom, Vice President of Instructional Services:**

GCCC submitted our application to the Kansas Board of Regents to establish the Culinary Management program. I met with the TEA Technical Program and Curriculum Committee via teleconference on May 8 to put the final touches on our application to the state. At the conclusion, KBOR approved our proposal. Tremendous appreciation goes out to Dr. Lenora Cook for her hard work and commitment with the application. We anticipate the program will be launched during the 2013-14 academic year.

The division directors have developed a survey over the 4-day class schedule to distribute to all students by the end of the semester. The data gathered from the survey will give us insight on continually improving the 4-day schedule. The director team has also met numerous for budget input and submitted FY14 requests to me. I will present the information to the Executive Vice President in the coming weeks.

The Technology Committee is winding down its pilot project for the semester, and a final report is expected in May. The committee will look into increasing the size of the pilot group to potentially include an entire building on campus. Additional recommendations of mobile technology for faculty and students should be provided from the final report.

The Fine Arts department is staying busy as the semester winds down. The drama department's spring production, "Twelfth Night", took place April 25-28. Due to positive feedback from the Kennedy Center American College Theatre Festival and growing numbers, two encore performances were held May 3-4. The choral music program will conclude the year with a concert May 9, featuring entertainment from the Concert Choir and College Singers ensembles.

Several professional development opportunities were offered for faculty recently to provide more training and discussion over blended learning. The Teaching & Learning Center and Instructional Services hosted a blended learning luncheon April 26. Steve Thompson, Renee Harbin and Lachele Greathouse shared information they learned from a recent conference over the best practices with hybrid courses, while Trent Smith spoke on copyright material and utilizing it with blended courses. The luncheon had a great turnout and was an invaluable, in-house opportunity for instructors to share information amongst each other. EduKan Instructional Designer Julie Ricke and Colby Community College faculty member Michael Thompson visited campus May 3 and presented a workshop titled "Blended Course over Blended Courses". We appreciate both individuals taking the time to travel and work with our faculty. For summer, Instructional Services plans to coordinate a series of "brown-bag" sessions for faculty over hybrid class development and improvement.

A team has been assembled to develop ESL classes and trainings for several organizations in the community, a collaborative effort involving the A-OK grant, Continuing Education Department and ESL program. The organizations include Worthington Industries, Tyson Foods, and Finney County Health Coalition. With our local community and industry growing, we will deliver to these entities. Team members are Hector Martinez, Linda Miller, Jean Warta, Jeanie Ferguson, Larry Walker and Itzel Rodriguez. Meetings have taken place to explore workforce needs in the welding area and building trades. Included in the meetings was Finney County Economic Development President Lona DuVall. . GCCC is working closely with DuVall and FCEDC to provide training for local companies and those moving to Finney County.

Instructional Services will be involved with several faculty and student recognition awards in the remaining weeks of the semester. With Commencement and finals just around the corner, faculty and students are working hard to finish the semester strong!

**Dee Wigner, Executive Vice President:**

Demolition work began the week of May 6 on the old track. The old track has been torn up and groundwork has begun. With the short project timeline, progress will happen fast. Garden City Recreation Commission has removed the old chain link fence and will repurpose the fence as needed around the city. In addition, the Recreation Commission removed the seating panels from the old bleachers to repair bleachers at various city ball fields. The GCCC Rodeo team claimed the old field lights to increase lighting at the outdoor arena and the surrounding area.

The "Walk, Ralk and Run 5K" took place on Saturday, May 4. There were seventeen event participants and several volunteers. The morning started cold and windy, but it didn't take long for the participants to warm up. Christopher Juarez was the fastest runner for the men, with a time of 22:14.8. Dallas Crist was first for the women at a time of 27:17.2. In reality, all participants were winners! Many completed their first 5K ever and that is quite an accomplishment. The event received very positive feedback and many hope there are similar events in the future.

The Wellness Committee is gearing up for the year end celebration. Employees have been earning wellness bucks this semester for participating in health and wellness activities. The employees will be able to “spend” those wellness bucks at the year-end celebration to purchase items provided by the wellness committee and local businesses.

The renovation of the Food Science Lab, funded through the Department of Labor Trade Adjustment Assistance Community College Career Training Grant is scheduled to be completed at the end of May. The renovation includes two new labs, three offices, a raw meat preparation area, a cooked meat handling area and a 20’ X 40’ cooler/freezer that is large enough to be used as a classroom. The first ServSafe training that the college offers as a result of the grant was taught on campus in the mobile classroom on Friday, May 10<sup>th</sup>. Seven students received the training and completed their assessment online with the technology available in the mobile lab. All participants are now certified through ServSafe. Several additional courses are scheduled through June and July on campus. In addition, staff are working with several businesses out of town regarding to potential training at their locations via the mobile classroom.

On Tuesday of this week, the mobile classroom was in Kinsley providing the Kinsley Feeders employees Beef Quality Training certification. This industry recognized certification is required for all employees at the feedyard. The college was able to facilitate this training for all 27 employees in a single day with laptops and internet service.

Virga West, Bookstore Manager, is gearing up for textbook buybacks that will occur the week of finals. In preparation of the increased traffic in the bookstore, she ordered quite a lot of new merchandise including t-shirts, shorts, flip flops and ball caps. New merchandise is arriving daily.

The agreement for off-campus child care with the Community Daycare Center has worked well for students. The ten reserved slots for GCCC were full most of the year. Preliminary review indicates the college saved over \$10,000 during the school year. But, most importantly, the students indicated they appreciated the expanded child care hours.

Kim Harrison, Student Accounts Coordinator, recently “wrote-off” 169 delinquent accounts from 2010-2011. The accounts totaled \$88,484.80. This represents \$56,217.42 in tuition and fees and \$31,994.67 in room and board write-offs. This is consistent with previous year write-offs. In an attempt to reduce bad debt, there will be a review of current policies and procedures regarding student accounts.

|                       | 2009-10     | 2008-09     | 2007-08     | 2006-07     | 2005-06     |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| # of student accounts | 179         | 498         | 128         | 138         | 158         |
| Write off             | \$97,324.38 | \$85,130.96 | \$62,510.61 | \$70,133.59 | \$77,593.77 |
| Tuition & Fees        | \$59,581.67 | \$52,947.99 | \$41,479.79 | \$39,637.25 | \$49,170.66 |

Cricket Turley and Dallas Crist have been participating in seminars and webinars regarding the Health Care Reform Act. With increased regulations and employer responsibility it is a challenge to keep up with the rules. At this time, it appears there are more unanswered questions than known facts. As an institution, GCCC is utilizing as many resources as possible to obtain as much information as possible. This will be an ongoing challenge as the reform takes place over the next 5 years, with final implementation on January 1, 2018.

This time of year is a challenge for Physical Plant employees. In addition to their regular duties, considerable amount of time is spent setting up and cleaning up after year-end events. Many year-end celebrations have taken place over the last few weeks. The maintenance, security, grounds and custodial departments, as well as food service, have gone above and beyond to make these events a memorable occasion for GCCC students and staff.